



TOWN OF HUACHUCA CITY

The Sunset City

**HUACHUCA CITY TOWN COUNCIL
PUBLIC MEETING NOTICE
January 9, 2020, at 7:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. Invocation

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

C. Consent Agenda - Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1 Consider approval of the minutes of the Council Work session held on December 12, 2019.**
- C.2 Consider approval of the minutes of the Council meeting held on December 12, 2019**
- C.3 Consider approval of the minutes of the Public Hearing held on December 12, 2019.**
- C.4 Consider approval of the minutes of the executive minutes from December 12, 2019.**
- C.5 Consider approval of expenses for Digital History Library Project of \$6,575.00**
- C.6 Consider approval of the Payment Approval Report in the amount of \$ 242,583.34**
- C.7 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:**
 - A. Dusk till Dawn signage**

D. Unfinished Business before the Council – Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

D.1 Discussion and or/Action [Mayor Wallace]: Council consideration of Resolution No. 2020-01, to replace the two current north/south yield signs at the intersection of Navajo & Mohave Streets with stop signs; and rescinding Resolution 2019-25, which approved installation of four stop signs.

E. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

E.1 Discussion only [Mayor Wallace]: Introduction of Interim Town Manager Eric Duthie.

E.2 Discussion and or/Action [Mayor Wallace]: Council consideration of contract with Mountain Power for emergency signal construction/installation.

E.3 Discussion and or/Action [Mayor Wallace]: Council to direct staff to prepare Intergovernmental Agreements with the City of Sierra Vista and the Town of Tombstone for connector bus line services; And to have these agreements prepared for review and possible approval at the February 13, 2020 regular Town Council meeting.

E.4 Discussion and or/Action [Mayor Wallace]: Council direction to staff to schedule and prepare for a Council work session to plan the Town bus line connector service and Council identification of bus stop locations.

E.5 Discussion and or/Action [Mayor Wallace]: Council approval to "write-off" the general fund debt to the landfill fund from 2008-2018 for future audit purposes.

E.6 Discussion and or/Action [Jim Johnson]: ORDINANCE NO. 2020-02. AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," TO REMOVE CHAPTER 8.20 "REMOVAL OF LITTER" AND CHAPTER 8.25 "REMOVAL OF DEBRIS AND DILAPIDATED STRUCTURES" BECAUSE THOSE CHAPTERS HAVE BEEN SUPERSEDED BY TITLE 16 OF THE TOWN CODE.

E.7 Discussion and or/Action [Jim Johnson]: ORDINANCE NO. 2020-01. AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2, CHAPTER 2.45 "PLANNING AND ZONING COMMISSION" SECTION 2.45.010 "ESTABLISHED" TO ALLOW FOR THE APPOINTMENT OF A HEARING OFFICER TO PERFORM THE DUTIES OF THE PLANNING AND ZONING COMMISSION

E.8 Discussion and or/Action [Mayor Wallace]: Renewal of contract with Southwest Building Inspection Service, Inc. [Dr. James Johnson], for Town building, planning and zoning department administration and related services

E.9 Discussion and or/Action [Jim Halterman]: Approval of changes in SSR (State Shared Revenues) construction project, as follows:

- Modification to Proposal S1205-19D for Project Case #2019-3, Skyline Drive Change Asphalt Depth from 2" to 3"
- Modification to Proposal S1205-19E, Project Case #2019-4, Town Hall parking lot which adds crack fill to scope of work.

E.10 Discussion and or/Action [Manager Duthie]: Approval of final invoice for groundwater study conducted by Hugh A Walker Enterprises (HAW), as follows:
MW-1 Silt Removal and Top Casing survey in the amount of \$5,500.

E.11 Discussion and or/Action [Mayor Wallace]: Approval of Clerk's Training for Clerk Rustine June 8th-June 12th, 2020.

F. Items to be placed on future agendas

G. Reports of Current Events by Council

H. Adjournment

Posted at 5:00 PM January 7, 2020 at the following locations:

Town Hall Bulletin Board 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Hall Lobby 500 N. Gonzales Blvd. Huachuca City, AZ 85616	Town Website https://huachucacityaz.gov
Huachuca City U.S. Post Office 690 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Library 506 N. Gonzales Blvd. Huachuca City, AZ 85616	Huachuca City Police Department 500 N. Gonzales Blvd. Huachuca City, AZ 85616

Ms. Janine Rustine

Town Clerk

Note: This meeting is open to the public. All interested people are welcome to attend. A copy of agenda background material provided to the Committee Members, with the exception of material relating to possible executive session, are available for public inspection at the Town Clerk's Office, 500 N. Gonzales Blvd., Huachuca City, AZ 85616, Monday through Friday from 8:00 a.m. to 5:00 p.m. or online at www.huachucacityaz.gov

Individuals with disabilities who need a reasonable accommodation to attend or communicate at a town meeting, or who require this information in alternate format, may contact the Town at 456-1354 (TTY 456-1353) to make their needs known. Requests should be made as early as possible so there is sufficient time to respond.



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL WORK SESSION
DECEMBER 12, 2019 AT 6:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

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The meeting was called to order at: 6:06 pm
The Pledge of Allegiance was led by: Mayor Wallace

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Matthew Williams	Town Manager	X	

Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Call to Public: none

C. Unfinished Business before the Council – Mayor

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D. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

D.1 Discussion Only [Mayor Wallace]: Town Fire Services Intergovernmental Agreement with Whetstone Fire. Other fire service options may be discussed.

Motion D.1: Open item for discussion		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Mayor Wallace: Even though we still have a year on the contract I wanted to start discussions early I didn't want to wait to the last minute. This will impact our budget and this will affect Whetstone's budget. This is why I wanted to start this conversation early.

Manager Williams: We currently pay Whetstone Fire \$410,000 a year and they do a great job. I would not recommend that we bring back our own fire services, the startup cost is too much and we can not afford it. I would recommend we continue to contract out our fire services. I would look at a few things in the contract, right now we pay for the utilities, also Whetstone Fire has a few of our vehicles.

Chief Bideon: We have 4 vehicles, 2 fire trucks and 2 other fire vehicles.

Manager Williams: In comparison the city of Litchfield contracts out for \$390,000 a year and does not provide vehicles or a building. I don't think Whetstone Fire District annexing Huachuca City is a bad idea. We have also talked about the CON, which is the right to provide ambulance services. Currently Fry Fire has our CON. Most of the money is made through ambulance costs not fire services.

Chief Bideon: Arizona is currently in the process of redoing how CONs are done since it's not always fair.

Manager Williams: I think if the Whetstone Fire got the CON then we could negotiate our contract with that.

Chief Bideon: \$410,000 is our current contract, my staffing is 24/7/365, 6 fire fighters. \$340,916.04 it costs me to staff Huachuca City; there is always 2 full time staff there. We do fire inspections for businesses every year; everyone gets an inspection every year. January 21st is our ISO meeting we are shooting for the best we can get and that will be our number for the next 7 years. They are very happy that SEACOM is involved.

Mayor Wallace: I do want people to understand that even though Fry Fire has our CON Whetstone will not just stand by in an emergency, if a person needs them they will take care of that person.

Chief Bideon: We would like to have the CON, we can try to get it but Fry Fire does not want to give it up, it's money. We do not have the money to fight it as it could be years in court. We provide the man power for the Fourth of July fireworks show for free. We do the CPR training for you police department for basically nothing.

E. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned:

Approved by Mayor Johann R. Wallace on January 9th, 2020.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Rustine,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on December 12, 2019. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Rustine,
Town Clerk



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
December 12, 2019 AT 7:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. Invocation

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The meeting was called to order at: 7:16
The Pledge of Allegiance was led by: Mayor Wallace
The Invocation was offered by: David Carnes

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	

Matthew Williams	Town Manager	X	
Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

B. Call to the Public – Mayor

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Call to Public: Bill Stein, 207 Dragoon St. HC. : A mistake in the minutes C:3, from building to development.

C. Consent Agenda - Mayor

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- C.1 Consider approval of the minutes of the Council Work session held on November 14, 2019.**
- C.2 Consider approval of the minutes of the Council meeting held on November 14, 2019**
- C.3 Consider approval of the minutes of the Special Council meeting held on December 5, 2019.**
- C.4 Consider approval of the minutes of the Executive Session held on December 5, 2019.**
- C.5 Consider approval of the Payment Approval Report in the amount of \$ 175,368.01**
- C.6 Council acceptance of Jean Post letter of resignation from Planning & Zoning Committee.**
- C.7 Consider approval of payment of \$5580.00 to Elite Sales for landfill equipment repair.**
- C.8 Consider approval of payment of \$6575.00 to K12 Handhelds for library digital history project.**
- C.9 Consider approval of payment of \$7520.23 to Elite Sales to repair scraper seat suspension.**
- C.10 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:**
 - A. 1983 Dodge 4x4 VIN 1B7LW34W0DS486119**

Motion C: Open Item for discussion and/or action		Action:
Moved by: Mayor Wallace	Seconded by:	

Motion C: Flx C.3		Action: Approves
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

D. Unfinished Business before the Council – Mayor

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E. New Business Before Council - Mayor

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E.1 Discussion and or/Action [Mayor Wallace]: Swearing in of new Town Councilmember Jean Post.

Motion E.1: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Motion E.1:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.2 Discussion only [Mayor Wallace]: Presentation of plaques to Christmas Light Sponsors & parade collaboration

- Mr. Shed (Jim Goad)
- JD Rock & Sand
- Grasshopper
- Public Surplus
- Campstone Transfer (Parade Collaboration)

Motion E.2: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councillor Butterworth	

Mayor Wallace: Thank you to all the businesses who donated

E.3 Discussion and or/Action [Mayor Wallace]: Recognition and welcome of Miriam Bear as new Town Police officer.

Motion E.3: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Chief Thies introduces the new Police office

E.4 Discussion and or/Action [Steve Haymore]: November 2019 Town Finance Report

Motion E.4: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Water: \$6,037.94
Sewer: \$7,609.99
Garbage:\$ 0
Landfill: -\$25,592.53

E.5 Discussion and or/Action [Kelth Dennis]: Discussion of 2020 Community Development Block Grant (CDBG) process

Motion E.5: Open item for discussion and/or action		Action:
Moved by: Mayor Wallace	Seconded by: Councillor Hirschberg	

Not needed

Motion E.5:		Action:
Moved by: Mayor Wallace	Seconded by:	

E.6 Discussion and or/Action [Mayor Wallace]: Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), for discussion and six month evaluation of the Town Clerk, Janine Rustine, job performance and salary. Any formal action to change employment terms would be taken in open session.

Motion E.6: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Motion to close by Mayor Wallace, seconded by Mayor ProTem Johnson, 7:39 pm

Motion to open by Mayor Wallace, seconded by Mayor ProTem Johnsons, 8:15 pm

The Council directs Manager Williams to fill out evaluation.

Manager Williams: There is a new law that goes into effect on January 1st, 2020, if a salaried employee makes less than a certain amount per year they qualify for overtime, raising the salary will keep this from going into affect.

Motion E.6: Approves pay Increase		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth	

E.7 Discussion only [Mayor Wallace]: Closing comments and photo with departing Town Manager, Matthew Williams

Motion E.7: Open Item for discussion and/or action		Action:
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Mayor Wallace: It's been a pleasure and an honor, and thank you for everything you have done for this town.

Manager Williams: I have enjoyed my time here. It has been fun to see the progress in the staff and town. Thank you for having the courage to make the changes you made. Thank you for being so welcoming. Your budget is on track keep on it. It has been a pleasure.

Mayor ProTem Johnson: Thank you for all you've done for us.

E.8 Discussion and or/Action [Jennifer Frank]: Presentation and Council consideration to accept the Town's Fiscal Year 2018-19 Audit.

Motion E.8: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Found in the actual report:

Independent Auditors Report (pg 1-3)

Unmodified or "clean opinion"

Report on Internal Control over Financial Reporting and on Compliance (pg 83-84)

One significant deficiency noted.

Two compliance items noted

State Legal Compliance Report (pg 85)

- Unmodified or "clean opinion"

We also submitted a letter to management communicating other items needing correction that are of less significance.

Government Wide Financial Highlights: Total net position (equity) was \$10,122,534 at June 30, 2019.

Over time, increases or decreases in net position are an indicator of whether the financial health of the Town is improving or deteriorating.

Government Wide Financial Highlights: Net position decreased by \$255,789 during fiscal year 2019. The net position of governmental activities decreased by \$165,788. The net position of business-type activities decreased by \$90,001.

Government Wide Financial Highlights: Total Business-Type long-term debt was \$3,539,667 at June 30, 2019.

- \$583,061 – Capital Leases
- \$17,447– Compensated Absences
- \$2,939,159 – Landfill Closure/Postclosure

The Town's Business-Type long-term debt increased by \$383,313.

Overall, the Town's long-term debt decreased by \$85,128.

The amount due to the Landfill Fund increased from \$2,434,614 to \$2,448,215. (We need to write this off, Manager Williams)

Fiscal year 2019 revenues included \$417,856 in capital asset sales.

Over time, revenues should approximate expenditures in the Highway Users Revenue Fund since revenues are required to be spent on roads.

Fiscal year 2018 revenues included \$231k of grant revenues for the water tank project.

Sewer Fund expenses exceeded revenues by \$94,429

Sanitation Fund expenses exceeded revenues by \$20,813

For fiscal year 2019 there was a gain on the sale of assets of \$322,981.

Reopened: Mayor Wallace, seconded Mayor ProTem Johnson

Motion E.8:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.9 Discussion only [Mayor Wallace]: Water/Sewer 3% utility rate increases effective January 1, 2020.

Motion E.9: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Manager Williams: This was written in back in February.

E.10 Discussion and or/Action [Mayor Wallace]: Selection of contractor for the emergency signal installation project from the following bid options:

- A. Mountain Power \$158,551.12
- B. AJP Electric \$259,010.00
- C. Contractors West \$409,540.00

Motion E.10: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

Mountain Power the winner for the signal project

Councilor Post: Why are the engineers' estimates so much lower?

SVMPO Rep: These numbers are based off last year's numbers for labor and supplies.

Councilor Banks: These businesses were vetted by ADOT.

Motion E.10: Mountain Power		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

E.11 Discussion and or/Action [Mayor Wallace]: Approval of the Town's expense for the emergency signal project from the following bid options:

- A. Mountain Power \$15,120.63
- B. AJP Electric \$67,005.00
- C. Contractor's West \$132,270.00

Motion E.11: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Mayor Wallace: This is the Town's share of the signal.

Motion E.11: Mountain Power		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

B. KE&G \$88,950.18 (to complete all six projects)

E.13 Discussion and or/Action [Mayor Wallace]: Adoption of Resolution No. 2019-35 approving a fee schedule for services related to the Town's Neighborhood Preservation and Vacant Property Registry Code.

Motion E.13: Open Item for discussion and/or action		Action:
Moved by: Mayor Wallace	Seconded by: Councillor Trate	

Motion E.13:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.14 Discussion and or/Action [Mayor Wallace]: Legacy Foundation Innovation Grant award for the Town Bus Line and Community Garden.

Motion E.14: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councillor Banks	

Mayor Wallace: The town got a \$50,000 grant to bring back the town bus line. The community Garden also received a \$50,000 grant for their garden.

E.15 Discussion and or/Action [Manager Williams]: Adoption of Resolution No. 2019-32 approving an Intergovernmental Agreement with the City of Sierra Vista for Emergency Signal Maintenance.

Motion E.15: Open Item for discussion and/or action		Action: Open
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Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	
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Mayor Wallace: Sierra Vista has the means and resources to do it, we do not.

Motion E.15:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

E.16 Discussion and or/Action [Manager Williams]: Adoption of an agreement with the Sierra Vista Metropolitan Planning Organization [SVMPO] for annual Town matching funds.

Motion E.16: Open item for discussion and/or action		Action:
Moved by: Mayor Wallace	Seconded by:	

Moved to January 9th meeting

E.17 Discussion and or/Action [Manager Williams]: Council consideration to continue using the current landfill cell or to begin the process of opening the new landfill cell.

Motion E.17: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

Manager Williams: With our landfill we can stay at the current cell for another 25 feet. In my opinion we should stay at the current cell. I would start looking getting things ready for the next cell while we stay in the current one.

Mayor Wallace: Do we want a work session before we make a decision?

Work session wanted by council and waiting till new manager is hired

E.18 Discussion and or/Action [Town Manager]: Council reconsideration of Resolution No. 2019-25, which approved installation of four stop signs at the intersection of Navajo & Mohave.

Motion E.18: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Mayor Wallace: After some discussion with the Chief of Police and our head of public works we looked into it and we think it isn't necessary to put the four signs up. We also found out that our main is out there and can't put signs out on two sides. So North and South we can change and leave the other two.

Change yield sign to stop sign 2 instead of 4, January meeting with new resolution

Motion E.18: resend resolution 2019-25		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councillor Hirshberg	

E.19 Discussion only [Mayor Wallace and Manager Williams]: The Town Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), to conduct Town Manager, Matthew Williams' exit employment interview.

Motion E.19: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councillor Butterworth	

Mayor Wallace: Reason for Leaving: took another position at Litchfield Park

Manager Williams: I'll be the assistant city manager at Litchfield Park. It's been a pleasure.

Mayor Wallace: I wanted to do this exit interview so we could look at what we can improve on and get employee feedback.

Town Managers Report: Manager Williams:

- Dusk till Dawn financing has been secured thru BBVA. The sales tax revenue bond will be on a 15 year term. Closing is anticipated for December 18. Town Manager Matthew Williams has submitted his resignation effective December 22, 2019. Williams will be starting as the Assistant City Manager for Litchfield Park, Arizona beginning December 30, 2019. Eric Duthie has been selected to serve as the Interim Town Manager for Huachuca City. Eric is expected to serve from December 15-April 15th. Eric has previously served as the Town Manager of Tusayan, St John's & Snowflake-Taylor, Arizona. The Town Manager's job has been posted to the League of Cities and Towns. The Town will be accepting applications thru February 7th which hopes to have a hire in place by late March 2020. New Town Councilmember Jean Post will be sworn in during the December 12th Council meeting. Thank you to our other Council applicants. The new Town Christmas lights have been installed. Thank you to our public works and our business sponsors: The Town has been awarded a \$50,000 Innovation Grant from the Legacy Foundation for the Town bus line. Once funding is received the Town bus line will be rebuilt connecting Huachuca City to Sierra Vista and Tombstone to Sierra Vista. Fees will be charged, bus stops will be built and the bus line will be rebuilt to 5310/5311 federal grant standards. Councilmember Debra Trate and Council appointee Jean Post attended Councilmember training in Phoenix, on Friday, December 6th. Town Christmas events, tree lighting, polar express, and parade. Effective January 1, 2020, Arizona's Minimum Wage and U.S. Department of Labor-Exemption Salary Basis Changes.

- F. Items to be placed on future agendas: Bill Stein: reestablishment of IDA, ASRS, Energy Savings Contract
- G. Reports of Current Events by Council: Mayor ProTem Johnson was a judge at the science fair.
- H. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Meeting Adjourned: 9:45 pm

Approved by Mayor Johann R. Wallace on January 9, 2020.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Rustine,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on December 12. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Rustine,
Town Clerk



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN PUBLIC HEARING ON CGBD
DECEMBER 12, 2019 AT 5:30 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

The meeting was called to order at: 5:30 pm
The Pledge of Allegiance was led by: Mayor Wallace

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor		X 5:45
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Matthew Williams	Town Manager	X	

Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

B. Call to the Public – Mayor

A.R.S. 38-431.01 states the Public Body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the Public Body. At the conclusion of an open call to the public, individual members of the Public Body may respond to criticism made by those who have addressed the Public Body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Public Body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Call to Public: none

C. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

C.1 Discussion only [Keith Dennis]: Discussion of 2020 Community Development Block Grant (CDBG)

Motion C.1: Open item for discussion	Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirschberg

Keith Dennis:

What is CDBG:

The Community Development Block Grant program (CDBG) enacted in 1974 by President Gerald Ford through the Housing and Community Development Act of 1974. Funded by the U.S. Department of Housing and Urban Development (HUD).

Purpose:

To help communities provide decent housing, a suitable living environment and expand economic opportunities, principally for persons of low and moderate (LM) income.

The Arizona Department of Housing (ADOH) oversees the CDBG program in the "non-entitlement" cities, counties and towns.

Arizona receives over \$10.5 million in CDBG funds annually.

ADOH divides 85% of that amount between 4 rural COG Regional Accounts: SEAGO, CAAG, NACOG, & WACOG. distribution is based on a formula of population and poverty statistics.

3 POTS OF GOLD: REGIONAL ACCOUNT (RA) rotation through SEAGO's Method of Distribution (MOD), Annual competitive STATE SPECIAL PROJECTS account (SSP), Bi-annual competitive Colonias account.

THE REGIONAL ACCOUNT: The SEAGO region received approximately \$1,204,704 in 2019. We expect next year to be similar.

With these Regional Account funds, SEAGO:

Selects RA applicants from the rotation schedule established in the Method of Distribution (MOD), and

Allocates the funds to our 4 counties (Cochise, Santa Cruz, Graham, Greenlee), based on: 70% poverty and 30% population.

THE STATE SPECIAL PROJECTS ACCOUNT (SSP):

Projects must be "shovel ready" to bid for construction or purchase equipment or services;

Examples: Purchase Fire Truck; "Planning Only" studies, provided project built with next round of RA funds;

Same National Objectives eligibility standards as the Regional Account;

Rated and ranked by State staff based on a very tough scoring criteria.

COLONIAS SET-ASIDE: Bi-annual competition for approximately \$2 million;

Can only be used for projects in neighborhoods deemed to be "Colonias;"

Project must correct water, sewer, drainage or housing issues;

Lower Huachuca City is a designated a Colonia per ADOH.

The 4 counties have established a rotation schedule to divide the RA funds to each of their cities and towns.

Cochise: every 6 years (except Sierra Vista and Douglas)

Santa Cruz: modified 3 years

Graham: every 4 years

Greenlee: every 2 years

The State has delegated to each COG the authority to annually recommend applications for the RA funds.

The COG is responsible for:

Ensuring applications are consistent with its approved MOD;

Ensuring applications are compliant with all state and federal CDBG requirements;

Providing Technical Assistance and Application Preparation (TAAP) to applicants.

Every community must publish, post and hold at least 1 public hearing to let residents identify possible projects. Project selection happens at a subsequent hearing

Only a city, town, or county is eligible. Funds cannot be used for regular gov't business, CANNOT build a City Hall or other gov't facilities except: CAN construct fire stations. CAN purchase fire trucks. CAN upgrade existing buildings for ADA compliance only. A special district or a nonprofit agency can receive the funds through the local gov't.

Public Works: Street, water, drainage and wastewater improvements.

Housing: Housing rehabilitation (Emergency repair or full rehab), Buying land for new housing development or Habitat for Humanity; Down payment assistance.

Facilities: Construction of or improvements to parks, libraries, senior centers, health clinics, fire and police buildings, shelters for victims of domestic violence, or the homeless

Public Services: Child care, job training, new equipment, or salaries of people who provide public services (non profits)

Above must be new or increase by 25%

Economic Development: Loans and other kinds of assistance so businesses can hire employees.

A public works project...

A housing project....

A new or improved facility project...

A public service project...

An economic development project...

CAN ONLY BE DONE IF THE PROJECT MEETS ONE OF 3 NATIONAL OBJECTIVES

CDBG NATIONAL OBJECTIVES: Primarily benefit Low & Moderate (LM) income persons:

51% of beneficiaries are LM

Specific Target Groups are automatically considered LM

Prevent or eliminate slum & blight conditions:

Statutory hearing process required

Meet other urgent needs related to health & safety issues:

Disaster Relief & Human Health Hazard

Demonstrate project benefits LOW/MOD income people: Show that at least 51% of the residents where the project will take place are of LM income;

Show that the building (such as a health clinic) will serve primarily people who are of LM income;

Show that the houses to be rehabilitated are owned by LM income persons; or

Show that jobs will be offered to LM income people.

Demonstrate project will prevent or reduce slums or blight: Show that many of the buildings or public infrastructure are in poor condition. Demonstrate project meets an urgent need: Show the problem happened recently

Show the problem is the result of a natural disaster

Show the problem poses a serious threat to public health

Show that no other funding is available

WHAT CONSTITUTES "LOW-TO-MODERATE INCOME"?

"Low-to-moderate income" (LM) refers to total annual family income that is less than 80% of the average income for same size families in that area.

These averages vary in different parts of the State.

In Huachuca City a four-member family with a total annual income of less than \$48,000 qualifies as "low to moderate income."

Currently HUD considers Huachuca City to be 53.47% low mod.

Amounts change annually to reflect any cost of living changes.

HOW DO YOU DETERMINE BENEFIT?

Area wide Benefit: Available to and meets the needs of LM individuals residing in service areas where at least 51% residents are LM determined by:

Census Data

Special Income Survey

Service Area (determined by who will benefit)

Could be a whole town, or just a neighborhood

Income Qualified Benefit:

Each recipient is income qualified to determine that they are low or moderate.

Limited Clientele Benefit:

Specific Target Groups considered LM:

Abused Children

Elderly Persons (62+)

Battered Spouses

Homeless Persons

Persons with Disabilities

Illiterate Persons

Migrant Farm Workers

Huachuca is expected to receive an estimated \$480,000 next year. No match is required, unless needed for the budget.

Other funds can be combined.

CDBG can be matched with other federal funds.

Should any project displace people, the community has a policy with provisions for assistance.

SEAGO will assist community staff with:

After the first hearing, reviewing suggested projects for eligibility & meeting a National Objective

Research project feasibility: Determine type of ERR, or if any income surveys required

Cost estimates for design & construction

Narrow down recommendations to the elected officials who decide which project to select (only one is allowed)

Advertise another hearing when Council will adopt appropriate resolutions for the application.

Staff will submit the application to SEAGO by July 1.

SEAGO will review the application, modify if necessary.

SEAGO will submit the application to ADOH by August 1.

Jeffrey Ferro: We do need road improvements/ repaving our water systems are old and crumbling, we recently had a pathway that the school kids used to get from lower to upper was washed away and deems unsafe.

Stuart Jantzen: Water lines, roads, the wash out that Jeffrey mentioned I agree

Bob Spahle: Do we need to use all the money on one project?

Mayor Wallace: Yes it needs to be one project but we could do several under one "project"

Jean Post: A lot of people who live on Apache have their yards flooded when there are heavy rains. Maybe there could be something done with the drainage.

D. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned: 6:06 pm

Approved by Mayor Johann R. Wallace on January 9th, 2020.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Janine Rustine,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on December 12, 2019. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Rustine,
Town Clerk

Invoice

Date	Invoice #
1/1/2020	106268

Bill To

**Town of Huachuca City
Attn.: Suzanne Harvey
500 North Gonzales Blvd.
Huachuca City, AZ 85616**

Ship To	

		P.O. No.	Terms	Ship Date	Ship Via
			Net 30	1/1/2020	
Quantity	Item	Description	Price each	Amount	
1	E1100	Digital History of Huachuca City - Library project	6,575.00	6,575.00	
		Second quarterly payment of LSTA grant	0.00%	0.00	
Thank you for your business.			Total	\$6,575.00	

Phone #	Fax #	E-mail	Web Site
550-558-0180	550-558-0181	info@k12handhelds.com	www.k12handhelds.com

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1022250							
CopperPoint Mutual Insurance	1012502178	Workmans Comp	01/01/2020	1,901.00	.00		
Total 1022250:				1,901.00	.00		
1022500							
Cigna Healthcare (FACETS Plans	EFT12202019	Employee Health Insurance	12/20/2019	14,427.63	14,427.63	12/27/2019	
Total 1022500:				14,427.63	14,427.63		
1022510							
Principal Life Insurance Co	12182019	employee benefit	12/18/2019	710.46	710.46	12/31/2019	
Sun Life Financial	900791/121220	employee dental	12/12/2019	10.27	10.27	12/18/2019	
Sun Life Financial	900791/121220	administrative fee	12/12/2019	10.00	10.00	12/18/2019	
Total 1022510:				730.73	730.73		
1022520							
AFLAC	864894	Payroll Deduction	12/28/2019	293.32	293.32	12/31/2019	
Total 1022520:				293.32	293.32		
1022540							
Vision Service Plan	3464680/12182	Vision Ins./30 049730 0001	12/18/2019	164.15	164.15	12/31/2019	
Total 1022540:				164.15	164.15		
1022550							
UNUM Life Ins. Co. of America	12102019	Employee Life/AD&D Ins./060830	12/10/2019	186.50	186.50	12/12/2019	
Total 1022550:				186.50	186.50		
1042530							
Wells Fargo Remittance Center	01152	Holiday Fund (Bikers)-Cups, Uten	12/02/2019	96.04	96.04	12/19/2019	
Total 1042530:				96.04	96.04		
1042660							
Wells Fargo Remittance Center	17533647/1206	Trate-Hotel & Gas For AZ City Go	12/06/2019	142.80	142.80	12/19/2019	
Wells Fargo Remittance Center	749729401825	Post-Hotel For AZ City Governme	12/06/2019	96.24	96.24	12/19/2019	
Wells Fargo Remittance Center	7YNGWNNWS	Trate-Reg For AZ City Governmen	12/06/2019	85.00	85.00	12/19/2019	
Wells Fargo Remittance Center	QFNZMB63YN	Post-Reg For AZ City Government	12/06/2019	65.00	65.00	12/19/2019	
Total 1042660:				389.04	389.04		
1042670							
High Desert Sign Company	1579	Removal of Dust Til Dawn Neon S	01/03/2020	719.52	.00		
Total 1042670:				719.52	.00		
1043100							
Interim Public Management, LLC	2401	Interim Town Manager	01/01/2020	3,450.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1043100:				3,450.00	.00		
1043130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	117.87	.00		
Total 1043130:				117.87	.00		
1043250							
Herald Review Media	489184/225535	CDBG Funds Display Ad	11/24/2019	290.60	290.60	12/31/2019	
Total 1043250:				290.60	290.60		
1043271							
AT&T	9001/12042019	Phone Service	12/04/2019	702.48	702.48	12/12/2019	
Total 1043271:				702.48	702.48		
1043280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	10,696.38	10,696.38	12/18/2019	
Total 1043280:				10,696.38	10,696.38		
1043340							
Southwest Gas Corporation	01032020	Utility Service-Gas	01/03/2020	138.88	.00		
S.S.V.E.C	12082019	Town Hall	12/08/2019	331.81	331.81	12/13/2019	
Total 1043340:				468.69	331.81		
1043380							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	9.71	9.71	12/18/2019	
AZ Department of Corrections	D08383320191	Inmate Labor	01/02/2020	4.00	.00		
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	2.29	.00		
AZ Department of Corrections	D08489120191	Inmate Labor	12/20/2019	14.00	14.00	12/31/2019	
AZ Department of Corrections	D08489120191	Inmate Transportation Cost	12/13/2019	10.20	10.20	12/31/2019	
AZ Department of Corrections	D08483620191	Inmate Labor	01/02/2020	2.57	.00		
AZ Department of Corrections	D08499020191	Inmate Labor	01/02/2020	6.16	.00		
Total 1043380:				48.93	33.91		
1043475							
Fleet Services	62872882	fuel expense	12/15/2019	26.11	26.11	12/31/2019	
Total 1043475:				26.11	26.11		
1043480							
Clark Information Systems	132843	Internet Service	12/27/2019	89.95	89.95	12/31/2019	
Caselle, Inc	98755	Contract Support	12/01/2019	712.00	712.00	12/12/2019	
Caselle, Inc	99282	Source Code Escrow	12/07/2019	200.00	200.00	12/12/2019	
Caselle, Inc	99428	Contract Support	01/01/2020	712.00	.00		
JCG Technologies, Inc.	7247	Support Services	12/01/2019	488.23	.00		
Total 1043480:				2,200.18	1,001.95		
1043500							
Ace Hardware	169133/1	Dust Tll Down-Heavy Duty Heaps,	01/03/2020	44.70	.00		
Truly Nolen Branch 025	250141431	Pest Control	12/04/2019	44.00	44.00	12/12/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Truly Nolen Branch 025	250141432	Pest Control	12/04/2019	44.00	44.00	12/12/2019	
Truly Nolen Branch 025	250142580	Pest Control	12/26/2019	49.00	.00		
Truly Nolen Branch 025	250144259	Pest Control	12/26/2019	1.00	.00		
Wells Fargo Remittance Center	2101476	Various Woods-Build A Box To Sto	12/11/2019	130.82	130.82	12/19/2019	
Total 1043600:				307.82	218.82		
1043650							
Haymore & Forsberg CPA	3032	Accounting Services	01/03/2020	1,625.00	.00		
Total 1043650:				1,625.00	.00		
1043660							
Janine Rustine	12272019	Hotel & Food For Town Clerk-Dec	12/27/2019	134.97	134.97	12/31/2019	
Janine Rustine	426984	Hotel & Food For Town Clerk-Dec	12/06/2019	756.67	756.67	12/12/2019	
Total 1043660:				891.64	891.64		
1043705							
Copygraphix	26063563	Copy Machine Lease/Town Hall	12/09/2019	2,035.90	2,035.90	12/18/2019	
Total 1043705:				2,035.90	2,035.90		
1045130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	39.29	.00		
Total 1045130:				39.29	.00		
1045221							
Thorpe, Jeffrey	20191024K	Court Appointed Legal Fees	10/24/2019	300.00	300.00	12/12/2019	
Total 1045221:				300.00	300.00		
1045250							
Lund, Ann	12202019	Alternate Magistrate	12/20/2019	150.00	150.00	12/31/2019	
Total 1045250:				150.00	150.00		
1045290							
Blue 360 Media, LLC	INV-191205006	AZ Criminal & Traffic Law Manual	12/09/2019	61.75	61.75	12/12/2019	
Total 1045290:				61.75	61.75		
1048101							
Sentinel Technologies, Inc.	M360621	IT-Managed Services Agreement	12/18/2019	1,967.50	1,967.50	12/31/2019	
Total 1048101:				1,967.50	1,967.50		
1048275							
Verizon Wireless	9843692759	cell phones	12/07/2019	1,671.06	1,671.06	12/18/2019	
Total 1048275:				1,671.06	1,671.06		
1051110							
Wells Fargo Remittance Center	113004779382	Men Leather Wallet Sheriff Securit	11/13/2019	78.96	78.96	12/19/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1051110:				78.96	78.96		
1051130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	38.29	.00		
Total 1051130:				38.29	.00		
1051230							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	775.10	775.10	12/18/2019	
Total 1051230:				775.10	775.10		
1051271							
AT&T	9001/12042019	Phone Service	12/04/2019	183.05	183.05	12/12/2019	
AT&T	9001/12082019	Phone Service	12/09/2019	28.19	28.19	12/18/2019	
CenturyLink	12072019	Phone Service	12/07/2019	251.79	251.79	12/18/2019	
Total 1051271:				441.03	441.03		
1051290							
Wells Fargo Remittance Center	112156238389	Color Ribbon For Printer, Hanging	11/22/2019	58.96	58.96	12/19/2019	
Total 1051290:				58.96	58.96		
1051340							
Southwest Gas Corporation	01032020	Utility Service-Gas	01/03/2020	138.88	.00		
S.S.V.E.C	12082019	Police Dept	12/08/2019	273.46	273.46	12/13/2019	
Total 1051340:				410.34	273.46		
1051360							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	9.70	9.70	12/18/2019	
AZ Department of Corrections	D08363320191	Inmate Labor	01/02/2020	4.00	.00		
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	2.28	.00		
AZ Department of Corrections	D08469120191	Inmate Labor	12/20/2019	14.00	14.00	12/31/2019	
AZ Department of Corrections	D08469120191	Inmate Transportation Cost	12/13/2019	10.21	10.21	12/31/2019	
AZ Department of Corrections	D08483620191	Inmate Labor	01/02/2020	2.57	.00		
AZ Department of Corrections	D08499020191	Inmate Labor	01/02/2020	6.17	.00		
Total 1051360:				48.93	33.91		
1051470							
Gardner's Garage	03P1482	Vehicle Maint	12/03/2019	63.00	63.00	12/18/2019	
Gardner's Garage	03P1502	Vehicle Maint	12/10/2019	59.38	59.38	12/12/2019	
Gardner's Garage	03P1552	Vehicle Maint	01/02/2020	93.70	.00		
Southern Tire Mart	6020004148	2012 Jeep Tires	12/05/2019	269.58	269.58	12/12/2019	
M&M Powder Coatings, LLC	13110	2012 Dodge Charger Repair From	12/20/2019	4,719.38	4,719.38	12/31/2019	
Total 1051470:				5,205.04	5,111.34		
1051475							
Fleet Services	62384337	fuel expense	11/15/2019	1,076.20	1,076.20	12/31/2019	
Fleet Services	62872682	fuel expense	12/15/2019	967.39	967.39	12/31/2019	
Total 1051475:				2,043.59	2,043.59		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1051480							
Wells Fargo Remittance Center	113218563486	Valoin External DVD CD Drive	11/13/2019	20.48	20.48	12/19/2019	
Total 1051480:				20.48	20.48		
1051505							
Garden Canyon Towing, LLC	38058	Vehicle Impound Tow Fee	12/17/2019	84.00	84.00	12/19/2019	
Ginger's Auto Title Service	12202019	Title Transfer For 1991 Buick	12/20/2019	33.00	33.00	12/31/2019	
Total 1051505:				117.00	117.00		
1051680							
Wells Fargo Remittance Center	14597782	Blackhawk Orange Demo Gun GI	11/22/2019	131.29	131.29	12/19/2019	
Wells Fargo Remittance Center	8190032181	BLS Instructor Essentials Online	11/22/2019	34.00	34.00	12/19/2019	
Total 1051680:				165.29	165.29		
1051705							
Copygraphix	26083553	Copy Machine Lease/Police Dept	12/11/2019	284.84	284.84	12/19/2019	
Total 1051705:				284.84	284.84		
1052310							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	77.51	77.51	12/18/2019	
Total 1052310:				77.51	77.51		
1052463							
Friends of the S.V. Animal Shelter	11202019	Rabies Vaccines For ACOs	11/20/2019	200.00	200.00	12/12/2019	
Total 1052463:				200.00	200.00		
1052475							
Fleet Services	62384337	fuel expense	11/15/2019	31.05	31.05	12/31/2019	
Fleet Services	62872882	fuel expense	12/15/2019	45.47	45.47	12/31/2019	
Total 1052475:				76.52	76.52		
1053340							
Southwest Gas Corporation	01032020	Utility Service-Gas	01/03/2020	123.04	.00		
S.S.V.E.C	12062019	Fire Station	12/08/2019	478.72	478.72	12/13/2019	
Total 1053340:				601.76	478.72		
1053380							
Whetstone Fire District	2019-28	Intergovernmental Services For FI	01/08/2020	102,500.00	.00		
Total 1053380:				102,500.00	.00		
1053388							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	897.59	897.59	12/18/2019	
Total 1053388:				897.59	897.59		
1054380							
SW Building Inspection Service	9804	Contract Services	12/31/2019	4,200.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1054380:				4,200.00	.00		
1057110							
Cintas Corporation No. 445	4034869544	Uniform and Rentals/Public Works	11/11/2019	24.98	24.98	12/12/2019	
Cintas Corporation No. 445	4036980927	Uniform and Rentals/Public Works	12/09/2019	25.49	25.49	12/12/2019	
Cintas Corporation No. 445	4037584399	Uniform and Rentals/Public Works	12/16/2019	28.51	28.51	12/18/2019	
Cintas Corporation No. 445	4038327722	Uniform and Rentals/Public Works	12/23/2019	28.85	28.85	12/31/2019	
Cintas Corporation No. 445	4038664807	Uniform and Rentals/Public Works	12/30/2019	28.51	28.51	12/31/2019	
Cintas Corporation No. 445	4039301382	Uniform and Rentals/Public Works	01/06/2020	28.34	.00		
Total 1057110:				156.48	130.14		
1057280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	341.04	341.04	12/18/2019	
Total 1057280:				341.04	341.04		
1057340							
S.S.V.E.C	12062019	street lights	12/08/2019	2,487.47	2,487.47	12/13/2019	
Total 1057340:				2,487.47	2,487.47		
1057380							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	38.82	38.82	12/18/2019	
AZ Department of Corrections	D08383320191	Inmate Labor	01/02/2020	8.00	.00		
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	4.57	.00		
AZ Department of Corrections	D08489120191	Inmate Transportation Cost	12/13/2019	40.82	40.82	12/31/2019	
AZ Department of Corrections	D08483820191	Inmate Labor	01/02/2020	5.14	.00		
AZ Department of Corrections	D08484220191	Inmate Labor	12/20/2019	33.34	33.34	12/31/2019	
AZ Department of Corrections	D08499020191	Inmate Labor	01/02/2020	24.86	.00		
Total 1057380:				155.35	112.98		
1057480							
Fleet Services	62384337	fuel expense	11/15/2019	50.40	50.40	12/31/2019	
Fleet Services	62872682	fuel expense	12/15/2019	43.74	43.74	12/31/2019	
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	39.29	.00		
Wells Fargo Remittance Center	11222019	Flags	11/22/2019	177.24	177.24	12/19/2019	
Total 1057480:				310.67	271.38		
1057475							
Senergy Petroleum LLC	585039	Diesel #2	12/11/2019	48.29	48.29	12/12/2019	
Senergy Petroleum LLC	588038	Diesel #2	12/28/2019	59.89	59.89	12/31/2019	
Total 1057475:				108.18	108.18		
1058340							
S.S.V.E.C	12062019	Pool	12/08/2019	472.46	472.46	12/13/2019	
Total 1058340:				472.46	472.46		
1060480							
Wells Fargo Remittance Center	04054	Tree Lighting/Christmas Parade S	12/09/2019	112.73	112.73	12/19/2019	
Wells Fargo Remittance Center	058632	12' Inflatable X-Mas	12/05/2019	89.98	89.98	12/19/2019	
Wicked Limitz Graphics	47275	Christmas Lights Sponsor & Logo	12/03/2019	149.92	149.92	12/12/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Westway Power EQ	POS4836	Repair Weed Eater	12/12/2019	52.80	52.80	12/12/2019	
Janine Rustine	111197877257	Prize Ribbons For Parade Winner	12/10/2019	16.19	16.19	12/12/2019	
Gary Utter	12052019	Santa For 2019 Parade	12/05/2019	50.00	50.00	12/12/2019	
Total 1060460:				471.62	471.62		
1062130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	39.29	.00		
Total 1062130:				39.29	.00		
1062271							
AT&T	3001/12042019	Phone Service	12/04/2019	45.10	45.10	12/12/2019	
CenturyLink	12072019	Phone Service	12/07/2019	119.65	119.65	12/18/2019	
Total 1062271:				164.75	164.75		
1062280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	77.51	77.51	12/18/2019	
Total 1062280:				77.51	77.51		
1062340							
Southwest Gas Corporation	01032020	Utility Service-Gas	01/03/2020	239.86	.00		
S.S.V.E.C	12062019	Library	12/06/2019	485.23	485.23	12/13/2019	
Total 1062340:				724.89	485.23		
1062366							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	19.41	19.41	12/18/2019	
AZ Department of Corrections	D08383320191	Inmate Labor	01/02/2020	8.00	.00		
AZ Department of Corrections	D08406820191	Inmate Labor	12/20/2019	24.00	24.00	12/31/2019	
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	4.57	.00		
AZ Department of Corrections	D08489120191	Inmate Transportation Cost	12/13/2019	20.41	20.41	12/31/2019	
AZ Department of Corrections	D08483820191	Inmate Labor	01/02/2020	5.14	.00		
AZ Department of Corrections	D08498020191	Inmate Labor	01/02/2020	12.33	.00		
Total 1062366:				93.86	63.82		
1062460							
Sierra Vista Plumbing, Inc.	3078-8213	Repair Toilet Mounting Bolt	03/22/2019	458.15	.00		
Total 1062460:				458.15	.00		
1062705							
Copygraphix	26144170	Copy Machine Lease/Library	12/23/2019	327.72	.00		
Total 1062705:				327.72	.00		
1065280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	139.52	139.52	12/18/2019	
Total 1065280:				139.52	139.52		
1065340							
Southwest Gas Corporation	01032020	Utility Service-Gas	01/03/2020	129.13	.00		
S.S.V.E.C	12062019	Senior Center	12/06/2019	171.49	171.49	12/13/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1068340:				300.62	171.49		
1068462							
Truly Nolen Branch 025	250143126	Pest Control	12/10/2019	45.00	45.00	12/12/2019	
Total 1068462:				45.00	45.00		
1069806							
K12 Handhelds, Inc.	106286	Second Quarterly Payment LSTA	01/01/2020	6,575.00	.00		
Total 1069806:				6,575.00	.00		
1069810							
CenturyLink	1482304965	ERATE	12/11/2019	1,493.49	1,493.49	12/31/2019	
Total 1069810:				1,493.49	1,493.49		
2040400							
Family Dollar Store	336	Restitution Payment	12/16/2019	16.81	16.81	12/19/2019	
Total 2040400:				16.81	16.81		
5121350							
Dale Pest	3004021/12182	Water Deposit Refund	12/16/2019	40.00	40.00	12/19/2019	
Total 5121350:				40.00	40.00		
5140110							
Cintas Corporation No. 445	403466644	Uniform and Rentals/Water	11/11/2019	24.98	24.98	12/12/2019	
Cintas Corporation No. 445	4036980927	Uniform and Rentals/Water	12/09/2019	25.49	25.49	12/12/2019	
Cintas Corporation No. 445	4037564399	Uniform and Rentals/Water	12/16/2019	26.50	26.50	12/18/2019	
Cintas Corporation No. 445	4038327722	Uniform and Rentals/Water	12/23/2019	26.66	26.66	12/31/2019	
Cintas Corporation No. 445	4038664807	Uniform and Rentals/Water	12/30/2019	26.50	26.50	12/31/2019	
Cintas Corporation No. 445	4039301382	Uniform and Rentals/Water	01/06/2020	26.34	.00		
Total 5140110:				166.47	130.13		
5140130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	78.58	.00		
Total 5140130:				78.58	.00		
5140280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	682.09	682.09	12/18/2019	
Total 5140280:				682.09	682.09		
5140340							
S.S.V.E.C	12062019	Wells	12/06/2019	2,738.95	2,738.95	12/13/2019	
Total 5140340:				2,738.95	2,738.95		
5140360							
AZ Department of Corrections	D06107201911	Inmate Transportation Cost	12/13/2019	38.82	38.82	12/18/2019	
AZ Department of Corrections	D06383320191	Inmate Labor	01/02/2020	8.00	.00		
AZ Department of Corrections	D06417920191	Inmate Labor	01/02/2020	4.57	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AZ Department of Corrections	D08488120191	Inmate Transportation Cost	12/13/2019	40.82	40.82	12/31/2019	
AZ Department of Corrections	D08483620191	Inmate Labor	01/02/2020	5.14	.00		
AZ Department of Corrections	D08484220191	Inmate Labor	12/20/2019	33.33	33.33	12/31/2019	
AZ Department of Corrections	D08488020191	Inmate Labor	01/02/2020	24.88	.00		
Bolse Tech LLC	12-2019	Contract Service-Water Site Inspe	01/01/2020	500.00	.00		
Total 5140360:				655.34	112.97		
5140370							
AZ Dept of Revenue	EFT12312019	Sales Tax	01/06/2020	2,245.50	2,245.50	01/06/2020	
Total 5140370:				2,245.50	2,245.50		
5140460							
Ace Hardware	188896/1	Acid	12/18/2019	50.05	50.05	12/19/2019	
Wist Office Products	1981837	Toner	12/19/2019	101.70	101.70	12/31/2019	
Dana Kepner Company, Inc	8186369-00	3/4" Iron Pipe Size Polly	12/31/2019	178.08	.00		
Wells Fargo Remittance Center	88839875	Quikrete 60lbs Bags	11/15/2019	141.59	141.59	12/19/2019	
Total 5140460:				469.40	293.34		
5140470							
D&M Tire & Wheel	39883	Tire Repair PW4	12/18/2019	16.00	16.00	12/31/2019	
D&M Tire & Wheel	40101	Tire Repair PW4	01/06/2020	16.00	.00		
Wells Fargo Remittance Center	075970	Tire Repair Go Cart	12/05/2019	77.74	77.74	12/19/2019	
Total 5140470:				109.74	93.74		
5140475							
Fleet Services	62384337	fuel expense	11/15/2019	394.76	394.76	12/31/2019	
Fleet Services	62872882	fuel expense	12/15/2019	342.56	342.56	12/31/2019	
Senergy Petroleum LLC	595039	Diesel #2	12/11/2019	378.20	378.20	12/12/2019	
Senergy Petroleum LLC	598038	Diesel #2	12/28/2019	489.17	489.17	12/31/2019	
Total 5140475:				1,584.69	1,584.69		
5140510							
Turner Laboratories, Inc	19L0015	Semi-Annual Ground Water	12/18/2019	845.00	845.00	12/31/2019	
Turner Laboratories, Inc	19L0017	Drinking Water Test	12/05/2019	60.00	60.00	12/12/2019	
Total 5140510:				905.00	905.00		
5140610							
Cochise Lock & Safe	120023	D1 Door Keys	12/18/2019	9.72	9.72	12/31/2019	
Merle's Automotive Supply	16-316024	Battery & Charger For Backhoe	12/13/2019	355.46	355.46	12/18/2019	
Wist Office Products	1956798	Log Book	12/05/2019	45.32	45.32	12/18/2019	
Wells Fargo Remittance Center	149497	ST1-Tool Cabinet, Drill Bits	11/21/2019	341.42	341.42	12/19/2019	
Total 5140610:				751.92	751.92		
5140650							
Haymore & Forsberg CPA	3032	Accounting Services	01/03/2020	408.25	.00		
Total 5140650:				408.25	.00		
5221350							
Dale Peet	3004021/12182	Sewer Deposit Refund	12/18/2019	25.00	25.00	12/19/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5221350:				25.00	25.00		
5240110							
Cintas Corporation No. 445	4034669544	Uniform and Rentals/Sewer	11/11/2019	24.98	24.98	12/12/2019	
Cintas Corporation No. 445	4036980927	Uniform and Rentals/Sewer	12/09/2019	25.49	25.49	12/12/2019	
Cintas Corporation No. 445	4037564399	Uniform and Rentals/Sewer	12/16/2019	26.51	26.51	12/18/2019	
Cintas Corporation No. 445	4038327722	Uniform and Rentals/Sewer	12/23/2019	26.65	26.65	12/31/2019	
Cintas Corporation No. 445	4038664807	Uniform and Rentals/Sewer	12/30/2019	26.51	26.51	12/31/2019	
Cintas Corporation No. 445	4038301382	Uniform and Rentals/Sewer	01/08/2020	26.34	.00		
Total 5240110:				156.48	130.14		
5240130							
Sunwest Pensions	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	39.29	.00		
Total 5240130:				39.29	.00		
5240280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	682.09	682.09	12/18/2019	
Total 5240280:				682.09	682.09		
5240340							
S.S.V.E.C	12062019	Sewer Ponds	12/06/2019	662.19	662.19	12/13/2019	
Total 5240340:				662.19	662.19		
5240380							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	38.82	38.82	12/18/2019	
AZ Department of Corrections	D08383320191	Inmate Labor	01/02/2020	8.00	.00		
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	4.57	.00		
AZ Department of Corrections	D08489120191	Inmate Transportation Cost	12/13/2019	40.82	40.82	12/31/2019	
AZ Department of Corrections	D08483820191	Inmate Labor	01/02/2020	5.14	.00		
AZ Department of Corrections	D08484220191	Inmate Labor	12/20/2019	33.33	33.33	12/31/2019	
AZ Department of Corrections	D08499020191	Inmate Labor	01/02/2020	24.66	.00		
Valenzuela, Jr. Carlos S.	195848	Contract Labor	01/02/2020	400.00	.00		
Total 5240380:				555.34	112.87		
5240460							
Merle's Automotive Supply	16-315321	DP25 Battery For Sewer Machine	12/09/2019	123.17	123.17	12/12/2019	
Wist Office Products	1961834	Toner	12/19/2019	101.70	101.70	12/31/2019	
Total 5240460:				224.87	224.87		
5240475							
Fleet Services	62384937	fuel expense	11/15/2019	394.76	394.76	12/31/2019	
Fleet Services	62872662	fuel expense	12/15/2019	342.56	342.56	12/31/2019	
Senergy Petroleum LLC	595039	Diesel #2	12/11/2019	378.20	378.20	12/12/2019	
Senergy Petroleum LLC	598038	Diesel #2	12/26/2019	469.17	469.17	12/31/2019	
Total 5240475:				1,584.69	1,584.69		
5240610							
Wist Office Products	1956796	Log Book	12/05/2019	47.86	47.86	12/31/2019	
Wist Office Products	1959220	Log Book	12/12/2019	28.76	28.76	12/31/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5240610:				76.62	76.62		
5240650							
Haymore & Forsberg CPA	3032	Accounting Services	01/03/2020	406.25	.00		
Total 5240650:				406.25	.00		
5240702							
Turner Laboratories, Inc	19L0016	Wastewater Annual Tests	12/23/2019	892.50	892.50	12/31/2019	
Total 5240702:				892.50	892.50		
5440360							
Waste Management of AZ	0028412-1571-	Trash Service	12/03/2019	10,824.17	10,824.17	12/12/2019	
Total 5440360:				10,824.17	10,824.17		
5540110							
Cintas Corporation No. 445	4034669544	Uniform and Rentals/Landfill	11/11/2019	76.69	76.69	12/12/2019	
Cintas Corporation No. 445	4036980927	Uniform and Rentals/Landfill	12/09/2019	113.46	113.46	12/12/2019	
Cintas Corporation No. 445	4037564399	Uniform and Rentals/Landfill	12/16/2019	99.54	99.54	12/18/2019	
Cintas Corporation No. 445	4038327722	Uniform and Rentals/Landfill	12/23/2019	109.97	109.97	12/31/2019	
Cintas Corporation No. 445	4038664607	Uniform and Rentals/Landfill	12/30/2019	99.54	99.54	12/31/2019	
Cintas Corporation No. 445	4039301362	Uniform and Rentals/Landfill	01/06/2020	110.91	.00		
Total 5540110:				610.11	499.20		
5540130							
Sunwest Penslons	42415	Plan Year Admin Fee - 1st Qtr	12/30/2019	157.10	.00		
Total 5540130:				157.10	.00		
5540280							
AZ Mun Risk Retention Pool P&C	40000914-120	AMRRP Insurance 40000914	12/04/2019	1,333.17	1,333.17	12/18/2019	
Total 5540280:				1,333.17	1,333.17		
5540340							
AT&T	9001/12042019	Phone Service	12/04/2019	99.21	99.21	12/12/2019	
Lal Enterprises, Inc	27999	septic clean out scalehouse	12/31/2019	57.75	.00		
S.S.V.E.C	12062019	Landfill Scales	12/06/2019	810.21	810.21	12/13/2019	
CenturyLink	12072019	Phone Service	12/07/2019	85.56	85.56	12/18/2019	
Total 5540340:				1,052.73	994.98		
5540360							
AZ Department of Corrections	D08107201911	Inmate Transportation Cost	12/13/2019	97.04	97.04	12/18/2019	
AZ Department of Corrections	D08363320191	Inmate Labor	01/02/2020	16.00	.00		
AZ Department of Corrections	D08417920191	Inmate Labor	01/02/2020	9.15	.00		
AZ Department of Corrections	D08469120191	Inmate Transportation Cost	12/13/2019	122.41	122.41	12/31/2019	
AZ Department of Corrections	D08483820191	Inmate Labor	01/02/2020	10.30	.00		
AZ Department of Corrections	D08499020191	Inmate Labor	01/02/2020	49.36	.00		
Hugh A. Walker Enterprises, In	12-2019-01	Recondtion MW-1	12/10/2019	5,500.00	.00		
McCoy's Septic Pumping Service	4390	Clean Landfill Septic Tank	12/10/2019	190.00	190.00	12/18/2019	
McCoy's Septic Pumping Service	4403	Clean Landfill Septic Tank	12/31/2019	190.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5540380:				6,184.26	409.45		
5540460							
Ace Hardware	188770/1	3/8" Brass Plugs, Mo Gas, Filter	12/12/2019	110.08	110.08	12/12/2019	
Gagnons Sand and Gravel	4922	3/4" Gravel	12/11/2019	2,070.93	2,070.93	12/18/2019	
Gagnons Sand and Gravel	4937	3/4" Gravel, 3"-6" Rift Raft	12/23/2019	2,070.93	2,070.93	12/31/2019	
Sparkletts	117434481205	Water	12/05/2019	10.46	10.46	12/12/2019	
Wist Office Products	1968800	Copier Paper	12/05/2019	293.01	293.01	12/18/2019	
Wist Office Products	1961835	Toner	12/19/2019	101.70	101.70	12/31/2019	
Phoenix Welding Supply Co.	SV106232	Welding Plyers, Tip Dip, Band 40"	12/13/2019	255.78	255.78	12/18/2019	
Phoenix Welding Supply Co.	SV106316	Welding Tips, Bag of Ten, Hinge T	12/20/2019	68.54	68.54	12/31/2019	
Total 5540460:				4,961.43	4,961.43		
5540470							
Wells Fargo Remittance Center	9455	Mailed Title For Dump Truck	11/13/2019	18.28	18.28	12/19/2019	
Total 5540470:				18.28	18.28		
5540475							
Fleet Services	62872662	fuel expense	12/15/2019	65.25	65.25	12/31/2019	
Senergy Petroleum LLC	595039	Red Dyed Diesel #2	12/11/2019	770.62	770.62	12/12/2019	
Senergy Petroleum LLC	596972	Red Dyed Diesel #2	12/18/2019	1,184.26	1,184.26	12/19/2019	
Senergy Petroleum LLC	596038	Red Dyed Diesel #2	12/26/2019	1,319.84	1,319.84	12/31/2019	
Senergy Petroleum LLC	599896	Red Dyed Diesel #2	01/02/2020	1,045.95	.00		
Total 5540475:				4,385.92	3,339.97		
5540480							
AMCS Group, Inc.	77841	Support Contract	12/17/2019	875.24	.00		
TransWorld Network, Corp	14750352-050	Internet Services	12/22/2019	48.86	48.86	12/31/2019	
Total 5540480:				924.10	48.86		
5540610							
Ace Hardware	169161/1	Fittings To Repair The Grease Pu	01/06/2020	92.85	.00		
Elite Sales and Service, LLC	16264	996 D Loader-Drive Line & Both U	12/06/2019	1,091.64	1,091.64	12/12/2019	
Empire Southwest, LLC	EMWK290371	PM2 Service 616K Packer	12/18/2019	1,428.28	1,428.28	12/19/2019	
Empire Southwest, LLC	EMWK290488	Replace Window Glass 613C	12/18/2019	276.40	276.40	12/31/2019	
Merle's Automotive Supply	16-318507	Oil Filter, Fuel Motor, Air Filter, De	12/17/2019	161.17	161.17	12/18/2019	
Wells Fargo Remittance Center	2101396	Various Tool For Metal Repairs on	12/11/2019	168.95	168.95	12/19/2019	
Senergy Petroleum LLC	596938	Powerdrive Fluid 30, 15W-40	12/17/2019	4,788.23	4,788.23	12/19/2019	
Southern Tire Mart	6020004229	Repair Tire 613C Scraper	12/09/2019	1,875.17	1,875.17	12/31/2019	
Total 5540610:				9,684.69	9,591.84		
5540650							
Haymore & Forsberg CPA	3032	Accounting Services	01/03/2020	812.50	.00		
Total 5540650:				812.50	.00		
5540705							
Caterpillar Financial Services	20484016	Payment For 616K Compactor	12/07/2019	3,313.82	3,313.82	12/18/2019	
Caterpillar Financial Services	20484015	Payment For D8T Tractor	12/07/2019	3,450.87	3,450.87	12/18/2019	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 5540705:				6,784.69	6,784.69		
Grand Totals:				242,583.34	107,188.95		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

RESOLUTION NO. 2020-01

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AUTHORIZING THE INSTALLATION OF TWO STOP SIGNS AT THE INTERSECTION OF MOHAVE AND NAVAJO STREETS.

WHEREAS, pursuant to Town Code Section 10.10.100 the Town Council may "designate through streets, intersections where stops are required, and intersections where vehicles shall yield the right-of-way; and

WHEREAS, the Town Council, through adoption of Resolution No. 2019-25, authorized installation of four stop signs at the intersection of Mohave and Navajo Streets; and

WHEREAS, Town staff has since recommended installation of only two stop signs at the intersection of Mohave and Navajo Streets, replacing the two yield signs affecting north/south bound traffic; and

WHEREAS, the Council, having considered the recommendation of Town staff, finds that it would be in the interest of public safety to replace two yield signs with two stop signs.

NOW, THEREFORE, BE IT RESOLVED by the Huachuca City Town Council that the Town shall replace two yield signs with two stop signs affecting north/south bound traffic at the intersection of Mohave and Navajo Streets.

BE IT FURTHER RESOLVED that Town staff is directed to take all steps and spend all funds, necessary and proper, to carry out the purpose of this Resolution.

BE IT FURTHER RESOLVED that Resolution No. 2019-25 is repealed in its entirety.

PASSED AND ADOPTED by the Mayor and Council of the TOWN OF HUACHUCA CITY this 9th day of January, 2020.

Johann Wallace, Mayor

ATTEST:

APPROVED AS TO FORM:

Janine Rustine, Town Clerk

Thomas Benavidez, Town Attorney



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616
Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

ORDINANCE NO. 2020-02

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," TO REMOVE CHAPTER 8.20 "REMOVAL OF LITTER" AND CHAPTER 8.25 "REMOVAL OF DEBRIS AND DILAPIDATED STRUCTURES" BECAUSE THOSE CHAPTERS HAVE BEEN SUPERSEDED BY TITLE 16 OF THE TOWN CODE.

WHEREAS, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the "Code"], and has amended and republished the Code from time to time, as authorized by A.R.S. section 9-240 (B) (28); and

WHEREAS, on October 24, 2019, the Council added Title 16 to the Code through adoption of Ordinance 2019-16; and

WHEREAS, Title 16 superseded Chapters 8.20 and 8.25 of the Code; and

WHEREAS, the Town Council wishes to amend the Code to remove the text of Chapters 8.20 and 8.25 from the Code; and

WHEREAS, as required by the Code, section 2.25.040, this Ordinance was first read at a public meeting of the Town Council on January 9, 2020, and at a subsequent meeting on January 23, 2020.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Huachuca City, Arizona, as follows:

SECTION 1. The Code, Title 8 "HEALTH AND SAFETY," Chapter 8.20 "Removal of Litter," is hereby repealed and that Chapter shall be reserved in the Code for future use.

SECTION 2. The Code, Title 8 "HEALTH AND SAFETY," Chapter 8.25 "Removal of Debris and Dilapidated Structures," is hereby repealed and that Chapter shall be reserved in the Code for future use.

SECTION 3. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

SECTION 4. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

SECTION 5. The Town Clerk is hereby directed, pursuant to the Code, sections 2.25.080 and 2.25.090, to publish this Ordinance as required by A.R.S. 9-812 and 39-204.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 23rd DAY OF JANUARY, 2020.

Johann Wallace, Mayor

ATTEST:

Janine Rustine, Town Clerk

Approved as to Form:

Thomas Benavidez, Town Attorney

Chapter 8.20

REMOVAL OF LITTER

Sections:

- 8.20.010 Definitions.
- 8.20.020 Litter on private property.
- 8.20.030 Owner to maintain premises.
- 8.20.040 Procedure to compel removal of litter.
- 8.20.050 Notice to remove.
- 8.20.060 Service of notice.
- 8.20.070 Appeal to council.
- 8.20.080 Removal by town.
- 8.20.090 Lien for removal.
- 8.20.100 Placement of debris.

8.20.010 Definitions.

In this chapter, unless the context otherwise requires:

“Litter” means any rubbish, trash, weeds, filth and debris which shall constitute a hazard to public health and safety and shall include all putrescible and nonputrescible solid wastes including garbage, trash, ashes, street cleanings, dead animals, abandoned automobiles, and solid market and industrial waste; any deposit, accumulation, pile or heap of brush, grass, debris, weeds, cans, cloth, paper, wood, rubbish or other unsightly or unsanitary matter of any kind whatsoever; and any growth of weeds, brush, grass or other vegetable growth to a height of over 12 inches.

“Private premises” means any dwelling, house, building or other structure, designed or used either wholly or in part for private residential purposes, whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard, grounds, walk, driveway, porch, steps or vestibules belonging or appurtenant to such dwelling, house, building or other structures.

“Public place” means any and all streets, sidewalks, boulevards, alleys or other public ways, and any and all public parks, squares, spaces, grounds and buildings. (Prior code § 10-4-1)

8.20.020 Litter on private property.

No person shall throw or deposit litter on any occupied or unoccupied private property within the town, whether owned by such person or not, except that the owner or person in control of private property may maintain authorized private receptacles for collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any public place. (Prior code § 10-4-2)

8.20.030 Owner to maintain premises.

The owner or person in control of any private property shall at all times maintain the premises free of litter; provided, however, that this section shall not prohibit the storage of litter in authorized private receptacles for collection. (Ord. 01-015 § 7, 2001; prior code § 10-4-3)

8.20.040 Procedure to compel removal of litter.

The clerk shall enforce the provisions of Sections 8.20.020 and 8.20.030 hereby by prosecuting violators of said sections in the Huachuca City magistrate’s court pursuant to the criminal provisions of this code. If such prosecution fails to secure compliance with the provisions of said sections, or in the event of inability to prosecute violators by reason of failure to secure jurisdiction over their persons, the clerk shall compel the removal of litter by the procedure outlined in Sections 8.20.050 through 8.20.090. (Ord. 01-015 § 7, 2001; prior code § 10-4-4)

8.20.050 Notice to remove.

To compel the removal of litter through the provisions of this section and of Sections 8.20.060 through 8.20.090, if a person owning or controlling any property fails, neglects or refuses to remove or properly dispose of litter located on property owned or controlled by such person, he shall be given written notice by the clerk to remove all litter from such property within 30 days from the date the notice was received by him, and prior to the date of compliance on

the notice. Such notice shall be received not less than 30 days before the date set thereon for compliance. The notice shall contain an estimate of the cost of removal by the town and a statement that unless the person owning or controlling such property complies therewith within 30 days from the date such written notice is received that the town will, at the expense of the person owning or controlling said property, perform the necessary work at a cost not to exceed the estimate given in the notice and that such person may appeal in writing to the council within 30 days from the date the notice is received by him and prior to the date of compliance. (Ord. 01-015 § 7, 2001; prior code § 10-4-5)

8.20.060 Service of notice.

Notice shall be personally served on the owner or person controlling such property, by a police officer of the town in the manner provided in Rule 4(d) of the Arizona Rules of Civil Procedure, or mailed to the owner or person controlling such property at his last known address by certified or registered mail, or the address to which the tax bill for the property was last mailed. If the owner does not reside on such property, a duplicate notice shall also be sent to him by certified or registered mail at his last known address. (Prior code § 10-4-6)

8.20.070 Appeal to council.

Prior to the date set for compliance on the notice, the owner or person controlling such property may appeal in writing to the council from the demand of the clerk. The council shall, at its next regular meeting after receiving the appeal, hear and determine the same and the decision of the council shall be final. The council may either affirm or reverse the decision of the clerk or modify the scope of the work as required in the notice. (Prior code § 10-4-7)

8.20.080 Removal by town.

When any such person to whom notice as provided in this chapter has been given, and on or before the date of compliance on the notice, or within such further time as may have been granted by the council on appeal, fails, neglects or refuses to remove from such property any or all litter, the clerk is authorized and directed to cause same to be removed and disposed of at the expense of the owner or person controlling such property. Upon completion of the work, the clerk shall prepare a verified statement of account of the actual cost of such removal or abatement, the date the work was completed, and the street address and the legal description of the property on which said work was done, including five percent for additional inspection and other incidental costs in connection therewith, and shall serve a duplicate copy of such verified statement upon the person owning or controlling such property in the manner prescribed in Section 8.20.060. The owner or person controlling such property shall have 30 days from the date of service upon him to appeal in writing to the council from the amount of the assessment as contained in the verified statement. If an appeal is not filed with the clerk within such 30-day period, then the amount of the assessment as determined by the clerk shall become final and binding. If an appeal is taken, the council shall, at its next regular meeting, hear and determine the appeal and may affirm the amount of the assessment, modify the amount thereof or determine that no assessment at all shall be made. The decision of the council shall be final and binding on all persons. (Ord. 01-015 § 7, 2001; prior code § 10-4-8)

8.20.090 Lien for removal.

If no appeal is taken from the amount of the assessment or if an appeal is taken and the council has affirmed or modified the amount of the assessment, the original assessment or the assessment as so modified shall be recorded in the office of the county recorder and from the date of its recording shall be a lien on said lot or tract of land until paid. Such liens shall be subject and inferior to the lien for general taxes and to all prior recorded mortgages and encumbrances of record. A sale of the property to satisfy a lien obtained under the provisions of this section shall be made upon judgment of foreclosure or order of sale. The city shall have the right to bring an action to enforce the lien in the superior court at any time after the recording of the assessment, but failure to enforce the lien by such action shall not affect its validity. The recorded assessment shall be prima facie evidence of the truth of all matters recited therein, and of the regularity of all proceedings prior to the recording thereof. A prior assessment for the purposes provided in this chapter shall not be a bar to a subsequent assessment or assessments for such purposes, and any number of liens on the same lot or tract of land may be enforced in the same action. (Ord. 01-015 § 7, 2001; prior code § 10-4-9)

8.20.100 Placement of debris.

Any person, firm or corporation who shall place any rubbish, trash, filth or debris upon any private or public property not owned or under the control of said person, firm or corporation shall be guilty of a misdemeanor and, in addition to any fine which may be imposed for violation of any provision of this chapter, shall be liable for all costs

which may be assessed pursuant to this chapter for the removal of said rubbish, trash, filth or debris. (Ord. 01-015 § 7, 2001; prior code § 10-4-10)

Chapter 8.25

REMOVAL OF DEBRIS AND DILAPIDATED STRUCTURES

Sections:

- 8.25.010 Notice.
- 8.25.020 Appeal.
- 8.25.030 Violation.
- 8.25.040 Removal.
- 8.25.050 Cost of removal.
- 8.25.060 Assessment.
- 8.25.070 Definitions.

8.25.010 Notice.

A. The town may compel the owner, lessee or occupant of property to remove debris or dilapidated structures which constitute a hazard to public health and safety from buildings, grounds, lots, contiguous sidewalks, streets and alleys.

B. Reasonable written notice to the owner and to the occupant or lessee shall be given not less than 30 days from the day set for compliance and shall include the legal description of the property and the cost of such removal to the town, if the owner, occupant or lessee does not comply. The notice shall be either personally served or mailed to the owner, and to the occupant or lessee, at his last known address by certified mail, with the address to which the tax bill to the property was last mailed. If the owner does not reside on such property, the notice shall be sent to him at his last known address. The town may record the notice in the county recorder's office in the county in which the property is located. If the notice is recorded and compliance with the notice is subsequently satisfied, the town shall record a release of the notice. (Ord. 01-015 § 7, 2001; Ord. 96-006, 1996; prior code § 10-5-1)

8.25.020 Appeal.

An aggrieved owner, lessee or occupant may appeal to the town or a board of citizens that is appointed by the town on both the notice and the assessment unless the removal or abatement is ordered by a court. (Ord. 96-006, 1996; prior code § 10-5-2)

8.25.030 Violation.

If any person with an interest in the property, including an owner, lien holder, lessee or occupant, after notice as required above, does not remove debris or dilapidated structures and abate the condition which constitutes a hazard to public health and safety, the town may remove, abate, enjoin or cause their removal. (Ord. 01-015 § 7, 2001; Ord. 96-006, 1996; prior code § 10-5-3)

8.25.040 Removal.

The town administrator shall adopt procedures for the removal or abatement of the dilapidated structures and debris and for making the actual cost of the removal or abatement, including five percent for additional inspection and other incidental connected costs, an additional assessment upon the property from which the debris or dilapidated structure was removed. (Ord. 01-015 § 7, 2001; Ord. 96-006, 1996; prior code § 10-5-4)

8.25.050 Cost of removal.

The cost of removal, abatement or injunction of such debris or dilapidated structures from any lot or tract of land, and associated legal costs for abatement or injunctions, shall be assessed on the property from which the debris or dilapidated structures are removed, abated or enjoined. The town shall record the assessment in the county recorder's office, including the date and amount of the assessment, the legal description of the property and the name of the town imposing the assessment. Any assessment recorded after July 15, 1996, is prior and superior to all other liens, obligations, mortgages or other encumbrances, except liens for general taxes. A sale of the property to satisfy an assessment obtained under the provisions of this section shall be made upon judgment of foreclosure and order of sale. The town shall have the right to bring an action to enforce the assessment in the superior court at any time after the recording of the assessment, but failure to enforce the assessment by such action shall not affect its validity. The recorded assessment shall be prima facie evidence of the truth of all matters recited therein and of the

regularity of all proceedings prior to the recording thereof. (Ord. 01-015 § 7, 2001; Ord. 96-006, 1996; prior code § 10-5-5)

8.25.060 Assessment.

A. Assessments that are imposed under Section 8.25.050 run against the property until paid and are due and payable in equal annual installments as follows:

1. Assessments of less than \$500.00 shall be paid within one year after the assessment is recorded.
2. Assessments of \$500.00 or more but less than \$1,000 shall be paid within two years after the assessment is recorded.
3. Assessments of \$1,000 or more but less than \$5,000 shall be paid within three years after the assessment is recorded.
4. Assessments of \$5,000 or more but less than \$10,000 shall be paid within six years after the assessment is recorded.
5. Assessments of \$10,000 or more shall be paid within 10 years after the assessment is recorded.

B. An assessment that is past due accrues interest at the rate prescribed by ARS Section 44-1201.

C. A prior assessment for the purposes provided in this section shall not be a bar to a subsequent assessment for these purposes, and any number of assessments on the same lot or tract of land may be enforced in the same action. (Ord. 01-015 § 7, 2001; Ord. 96-006, 1996; prior code § 10-5-6)

8.25.070 Definitions.

In this chapter, unless the context otherwise requires:

“Property” includes buildings, grounds, lots and tracts of land.

“Structures” includes buildings, improvements and other structures that are constructed or placed on land. (Ord. 96-006, 1996; prior code § 10-5-7)



Town of Huachuca City

The Sunset City

500 N Gonzales Blvd • Huachuca City, Arizona 85616

Phone: (520) 456-1354 • TDD: (520) 456-1353 • Fax: (520) 456-2230

ORDINANCE NO. 2020-01

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2, CHAPTER 2.45 "PLANNING AND ZONING COMMISSION" SECTION 2.45.010 "ESTABLISHED" TO ALLOW FOR THE APPOINTMENT OF A HEARING OFFICER TO PERFORM THE DUTIES OF THE PLANNING AND ZONING COMMISSION.

WHEREAS, the Town Council of the Town of Huachuca City has adopted by Resolution No. 84-002 a code known as the Town Code of the Town of Huachuca City, Arizona [the "Code"], and has amended and republished the Code from time to time, as authorized by A.R.S. section 9-240 (B) (28); and

WHEREAS, pursuant to A.R.S. section 9-461.02, the Town Council has established a planning and zoning commission with five members; and

WHEREAS, the planning and zoning commission has had difficulty establishing a quorum for meetings to conduct business; and

WHEREAS, the Town Council wishes to amend the Code to allow the Council to appoint a hearing officer to serve as the Town's "planning agency," as contemplated by A.R.S. 9-461(4), *et seq.*, and perform the duties of the planning and zoning commission as provided in the Code and state statutes; and

WHEREAS, as required by the Code, section 2-25-040, this Ordinance was first read at a public meeting of the Town Council on January 9, 2020, and at a subsequent meeting on February 23, 2020.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Huachuca City, Arizona, as follows:

SECTION 1. The Code, Chapter 2.45 "PLANNING AND ZONING COMMISSION," Section 2.45.010 "Established" is amended as follows, with additions in underlined text:

The planning and zoning commission of the town is hereby established. In the event that the members of the planning and zoning commission are not duly appointed or the commission is otherwise not fully constituted, as provided below, the Town Council may appoint a hearing officer to serve as the town's "planning agency," as contemplated by A.R.S. 9-461(4), et seq.

SECTION 2. All ordinances, parts of ordinances, resolutions, parts of resolutions, policies, and parts of policies in conflict with the provisions of this Ordinance, or any part hereof, are hereby repealed.

SECTION 3. If any section, subsection or portion of this Ordinance is for any reason held to be invalid or unenforceable by the decision of a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions hereof.

SECTION 4. The Town Clerk is hereby directed, pursuant to the Code, section 2-25-080, to publish this Ordinance as required by A.R.S. 9-812 and 39-204.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, THIS 23rd DAY OF JANUARY, 2020.

Johann Wallace, Mayor

ATTEST:

Janine Rustine, Town Clerk

Approved as to Form:

Thomas Benavidez, Town Attorney

SOUTHWEST BUILDING INSPECTION SERVICE, INC.

3985 E. Foothills Drive, Sierra Vista, Arizona 85835 Phone (520) 458-3208

December 31, 2019

Town of Huachuca City
500 Gonzales Blvd.
Huachuca City, Az 85616

Attn: Eric Duthie
Interim City Manager

RE: 2020 Contract Renewal

Per Section C12 of the agreement dated January 28, 2015 between the Town of Huachuca City and Southwest Building Inspection Service, the agreement will soon automatically renew for an additional one-year term. This letter is being submitted to state my intention to extend the contract for the upcoming one-year term. The current monthly base fee of \$4,100 will remain for the upcoming one-year term. All other terms outlined in the January 28, 2015 Agreement and the subsequent Addendum accepted on September 24, 2015 are to remain the same.

If you or the Council have any questions, please feel free to contact me.

Respectfully submitted,

Dr. Jim Johnson

Dr. Jim Johnson, PhD, CBO, CCI
Building & Construction Consultant
Southwest Building Inspection Service

Town of Huachuca City
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354
Fax: (520) 456-2230



COPY

Requisition/Purchase Order

(Submit completed form to Town Manager for approval)

=====

Vendor Name: BNR Paving
Address: 14040 S. Bunt Corral Ct.
Vail, AZ 85641

Phone: (520) 456-0493

Department: Road User ²⁸⁻⁴⁰⁻¹²²~~23-40-490~~

Account Number:

Requisitioned:

Date: 20200103

PO #: 88020

QTY	UNIT		UNIT PRICE	TOTAL
1	1	Repair Skyline Drive		
		Updated Proposal # S1205-91D		\$4,155.40
		Change Asphalt from 2" to 3"S01102-20		\$762.70
SUBTOTAL				
SALES TAX				
SHIPPING & HANDLING				
OTHER				
TOTAL				\$4,918.10

 20200103
Supervisor

Date


Town Manager

1/3/2020
Date

MEETING 0103 1

E.12 Discussion and or/Action [Mayor Wallace]: Selection of contractor for Highway User Revenue Fund [HURF] construction projects from the following options. Council may also select which of the individually quoted projects to have completed.

- A. BNR Paving \$31,419.03 (to complete all six projects)
 B. KE&G \$88,950.18 (to complete all six projects)

The six projects under consideration are: 1) Project Location: South side intersection of Howard & McCray Streets, Project Description: Remove & Repave; 2) Project Location: Behind Huachuca City Fire Station, Project Description: Remove & Repave; 3) Project Location: Skyline Drive, Project Description: Remove and Repave section of Skyline leading to landfill entrance; 4) Project Location: City Hall parking Lot, Project Description: Seal Coating & Crack Filling; 5) Project Location: Huachuca City Library Parking Lot Behind Senior Center, Project Description: Remove and Repave small section of parking lot; and 6) Project Location: In front of Huachuca City Library, Project Description: Install Parking Lot Drainage Concrete Catch Basin.

Motion E.12: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

Manager Williams: We wrote this so you can pick to do all or some of the projects. I would recommend we do them all, it would be cheaper. The six projects under consideration are: 1) Project Location: South side intersection of Howard & McCray Streets, Project Description: Remove & Repave; 2) Project Location: Behind Huachuca City Fire Station, Project Description: Remove & Repave; 3) Project Location: Skyline Drive, Project Description: Remove and Repave section of Skyline leading to landfill entrance; 4) Project Location: City Hall parking Lot, Project Description: Seal Coating & Crack Filling; 5) Project Location: Huachuca City Library Parking Lot Behind Senior Center, Project Description: Remove and Repave small section of parking lot; and 6) Project Location: In front of Huachuca City Library, Project Description: Install Parking Lot Drainage Concrete Catch Basin.

Funds to come out of the State infrastructure funds

Motion E.12: BNR Paving		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	



Huachuca City, AZ 85614
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

12/5/2019

Submitted by: Lance Clawson

Proposal #: S1205-19H

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253524
Com Lic: ROC253524
284

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: Project Case #2019-1 thru Project Case #2019-6, Huachuca City, AZ

Perform Projects Listed on RFP Individually

Cumulative Subtotal of Individual Projects:	\$31,438.00
Prime Contracting Tax on Individual Projects:	<u>1,634.78</u>
Cumulative Total of Individual Projects:	\$33,072.78

Perform All Projects Listed on RFP with 5% Discount

Cumulative Subtotal of All Projects with 5% discount:	\$29,886.00
Prime Contracting Tax on All Projects:	<u>1,553.03</u>
Cumulative Total of Individual Projects:	\$31,419.03

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 90 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions above and on the back side are satisfactory and are hereby accepted.

Signature: *Matthew C. Williams*

Date: *12/10/19*

Printed Name: Matthew C. Williams

Title: *Town Manager, Huachuca City*



Huachuca City, AZ 85616
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

12/5/2019

Submitted by: Lance Clawson

Proposal #: S1205-19D

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253624
Com Lic: ROC253624
40

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: **Project Case #2019-3, Skyline Drive, Huachuca City, AZ**

Asphalt Remove and Replace

1. Saw cut, remove, and haul away approximately 840 square feet of distressed asphalt.
2. Grade, condition, and compact existing base material.
3. Apply tack oil to vertical abutments as necessary.
4. Pave approximately 840 square feet to an average compacted depth of 2" with ½" hot mix asphalt.
5. Compact the asphalt with one or more steel drum rollers.
6. Clean up any debris resulting from the above operations.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner:

Proposal Subtotal:	\$3,950.00
Prime Contracting Tax:	205.40
Proposal Total:	<u>\$4,155.40</u>

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 90 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping



Huachuca City, AZ 85616
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

1/2/2020

Submitted by: Lance Clawson

Proposal #: S0102-20 Change Order

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253524
Com Lic: ROC253524

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: **Modification to Proposal S1205-19D for Project Case #2019-3, Skyline Drive**

Change Asphalt Depth from 2" to 3"

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner:

Change Order Subtotal:	\$725.00
Prime Contracting Tax:	37.70
Proposal Total:	\$762.70

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 30 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions above and on the back side are satisfactory and are hereby accepted.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

The signature of the owner or owner's authorized representative on this proposal constitutes understanding and acceptance of all the terms on the front and back and is a binding contract.

STANDARD TERMS AND CONDITIONS

1. **WARRANTY:** Subject to the exclusions and limitations below, BNR Paving warrants its work to be free of defects in materials and workmanship. BNR will repair or replace areas of pavement which are not satisfactory due to defects in material or workmanship, provided written notice of the claim is received by BNR within one year from completion of work. All guarantees and/or warranties become effective as of the date BNR Paving receives complete contract amount, including any change order amounts.
2. **EXCLUSIONS AND LIMITATIONS ON WARRANTY:** This warranty shall be subject to the owner and/or contracting agent representing owner complying with the following conditions: (a) The work area shall be free from water prior to commencement of work and remain water free until contractor has completed work and materials have cured; and (b) The work area remains closed to vehicles until contractor approves opening. Any responsibility under Warranty shall be limited to repair or replacement of the affected area; under no circumstances will BNR be responsible for any incidental or consequential damages, such as loss of use, loss of income or other claims.

*BNR Paving cannot be responsible for pre or post vegetation control.
3. **OWNER'S RESPONSIBILITY:** Owner or its contracting agent shall be responsible to supply all water necessary for this project. Owner shall be responsible for maintaining barricades and closures after BNR's employees leave jobsite and until instructed by BNR that barricades may be withdrawn. Owner shall ensure that all work areas are kept dry and free of water for at least 24 hours prior to commencement of work and remain free of water until BNR has confirmed the project is completed.
4. **SOIL CONDITIONS AND DEPTH:** Due to the inability of either the contractor or owner to anticipate the subsurface conditions and asphalt depth, the contract price is based on reworking existing base; that is, no replacement cost is contemplated or included in work unless otherwise stated in bid. Also, asphalt removal and replacement is limited to a maximum of 2 inches unless otherwise specified. If additional work and/or materials is required beyond the contract price, BNR will suspend work and notify owner and negotiate price for additional labor and materials or establish that the work will be done on a time and materials basis.

BNR is not responsible for determining the subsurface conditions including type and characteristics of soil, or its stability and bearing capacity. Should it appear to BNR that soil conditions will not support the pavement projects, BNR will suspend work and notify the owner. If the owner instructs BNR, in writing, to proceed despite such unfavorable condition, BNR at its option may withdraw the warranty for all or part of the project.
5. **UNDERGROUND UTILITIES:** BNR shall not be responsible for underground lines or utilities that are buried less than 18 inches below work surface. Owner shall furnish plans or locations of lines or utilities if they exist. If no such information is furnished, owner assumes responsibility in case of damage to lines or utilities.
6. **ENVIRONMENTAL DISCOVERIES:** In the event BNR determines that the subsurface or pavement to be recovered is contaminated by petroleum products or other hazardous materials, BNR will suspend work and notify the owner of the conditions found. BNR will not recommence its work until the condition has been remediated and all contaminated materials have been removed. BNR shall not be responsible for any soil testing required or for any remediation of any contamination nor for any other liability in connection therewith; Owner agrees to indemnify and hold harmless BNR from any liability in connection with contamination found to exist on the property and to reimburse BNR for any costs associated with the suspension of the project.
7. **PLANS AND SPECIFICATIONS:** The plans and specifications attached hereto, if any, form a part of this contract. In case of conflict between provisions stated in such plans and specifications and the terms within the contract, the terms of this contract shall prevail.
8. **ELEVATIONS:** BNR assumes no responsibility or liability for damage to persons or property caused by changes to the pavement elevations. Owner agrees to indemnify and hold harmless BNR from any claims arising out of any changes to pavement elevations.
9. **CHANGE ORDERS:** Any change orders shall be in writing and signed by BNR and the owner or owner's representative prior to the commencement of any additional work.
10. **MECHANIC'S LIEN RIGHTS:** BNR reserves the right to file a preliminary mechanic's lien notice and to retain and pursue all mechanic's lien rights arising out of this contract. The filing of a preliminary notice in no way reflects on the owner.
11. **TIME:** Completion of the project stated in this contract is based upon optimum weather conditions and lack of any other unforeseen delays. BNR undertakes to perform this contract with as little delay as possible, but BNR will not be responsible for delays beyond its control, including unfavorable weather conditions, vehicles parked in work areas, water sprinklers, or strikes interfering with labor or delivery of materials. If BNR is unable to commence the work after notice to proceed, due to owner's instructions to cease or other fault of owner, BNR may at its option suspend work and recover from owner the costs of such delay, up to \$500 per day.
12. **ATTORNEY'S FEES:** In the event it is necessary for either party to retain the services of an attorney to pursue an action to interpret or enforce this agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees incurred.

Pursuant to Arizona law we are required to inform you that the you have the right to file a written complaint with the Arizona Registrar of Contractors for alleged violation of Arizona Revised Statutes section 32-1155. Any complaints must be made within the applicable time period as set forth in section 32-1155, subsection A. You may contact the ROC at 602-542-1525 or www.azroc.gov. Sierra Enterprises LLC dba BNR Paving and dba Sierra Striping requests that if any portion of its work is unsatisfactory that it be notified prior to the filing of a complaint so that it can resolve any concerns.

Owner/Agent Initials _____

Proposal # S0102-20 - Change Order

Town of Huachuca City
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354
Fax: (520) 456-2230



COPY

Requisition/Purchase Order

Submit completed form to Town Manager for approval)

Vendor Name: BNR Paving
Address: 14040 S. Bunt Corral Ct.
Vail, AZ 85641

Phone: (520) 456-0493

Department: Road User ^{28.40-122}~~23-40-490~~

Account Number:

Requisitioned:

Date: 20200103

PO #: 88021

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	1	City Hall Parking Lot		
		Updated Proposal # S1205-91E		\$4,924.26
		Add Crack Filling S01102-20A		\$1,973.55
SUBTOTAL				
SALES TAX				
SHIPPING & HANDLING				
OTHER				
TOTAL				\$6,887.81

 2/2/2020
Supervisor Date


Town Manager

1/3/2020
Date

Meeting 20200103



Huachuca City, AZ 85616
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

12/5/2019

Submitted by: Lance Clawson

Proposal #: S1205-19E

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253524
Com Lic: ROC253524
46

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: Project Case #2019-4, City Hall Parking Lot, Huachuca City, AZ

Sealcoat

1. Clean the area to be sealcoated of dirt and debris using brooms and blowers.
2. Treat the oil-soaked areas with Petro Seal oil spot primer from Sealmaster to improve sealer adhesion.
3. Apply 1 coat of Polymer Modified Masterseal sealant from Sealmaster to approximately 28,431 square feet at an average application rate of .18 gallons per square yard.
4. Restripe per the existing layout with Ennis Traffic Paint.
5. Clean up any debris resulting from the above operations.

*Does not included any crackfilling.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner.

Proposal Subtotal:	\$4,678.00
Prime Contracting Tax:	<u>243.26</u>
Proposal Total:	<u>\$4,924.26</u>

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 90 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping

STANDARD TERMS AND CONDITIONS

1. **WARRANTY:** Subject to the exclusions and limitations below, BNR Paving warrants its work to be free of defects in materials and workmanship. BNR will repair or replace areas of pavement which are not satisfactory due to defects in material or workmanship, provided written notice of the claim is received by BNR within one year from completion of work. All guarantees and/or warranties become effective as of the date BNR Paving receives complete contract amount, including any change order amounts.
2. **EXCLUSIONS AND LIMITATIONS ON WARRANTY:** This warranty shall be subject to the owner and/or contracting agent representing owner complying with the following conditions: (a) The work area shall be free from water prior to commencement of work and remain water free until contractor has completed work and materials have cured; and (b) The work area remains closed to vehicles until contractor approves opening. Any responsibility under Warranty shall be limited to repair or replacement of the affected area; under no circumstances will BNR be responsible for any incidental or consequential damages, such as loss of use, loss of income or other claims.

*BNR Paving cannot be responsible for pre or post vegetation control.
3. **OWNER'S RESPONSIBILITY:** Owner or its contracting agent shall be responsible to supply all water necessary for this project. Owner shall be responsible for maintaining barricades and closures after BNR's employees leave jobsite and until instructed by BNR that barricades may be withdrawn. Owner shall ensure that all work areas are kept dry and free of water for at least 24 hours prior to commencement of work and remain free of water until BNR has confirmed the project is completed.
4. **SOIL CONDITIONS AND DEPTH:** Due to the inability of either the contractor or owner to anticipate the subbase conditions and asphalt depth, the contract price is based on reworking existing base; that is, no replacement cost is contemplated or included in work unless otherwise stated in bid. Also, asphalt removal and replacement is limited to a maximum of 2 inches unless otherwise specified. If additional work and/or materials is required beyond the contract price, BNR will suspend work and notify owner and negotiate price for additional labor and materials or establish that the work will be done on a time and materials basis.

BNR is not responsible for determining the subbase conditions including type and characteristics of soil, or its stability and bearing capacity. Should it appear to BNR that soil conditions will not support the pavement projects, BNR will suspend work and notify the owner. If the owner instructs BNR, in writing, to proceed despite such unfavorable condition, BNR at its option may withdraw the warranty for all or part of the project.
5. **UNDERGROUND UTILITIES:** BNR shall not be responsible for underground lines or utilities that are buried less than 18 inches below work surface. Owner shall furnish plans or locations of lines or utilities if they exist. If no such information is furnished, owner assumes responsibility in case of damage to lines or utilities.
6. **ENVIRONMENTAL DISCOVERIES:** In the event BNR determines that the subbase or pavement to be recovered is contaminated by petroleum products or other hazardous materials, BNR will suspend work and notify the owner of the conditions found. BNR will not recommence its work until the condition has been remediated and all contaminated materials have been removed. BNR shall not be responsible for any soil testing required or for any remediation of any contamination nor for any other liability in connection therewith; Owner agrees to indemnify and hold harmless BNR from any liability in connection with contamination found to exist on the property and to reimburse BNR for any costs associated with the suspension of the project.
7. **PLANS AND SPECIFICATIONS:** The plans and specifications attached hereto, if any, form a part of this contract. In case of conflict between provisions stated in such plans and specifications and the terms within the contract, the terms of this contract shall prevail.
8. **ELEVATIONS:** BNR assumes no responsibility or liability for damage to persons or property caused by changes to the pavement elevations. Owner agrees to indemnify and hold harmless BNR from any claims arising out of any changes to pavement elevations.
9. **CHANGE ORDERS:** Any change orders shall be in writing and signed by BNR and the owner or owner's representative prior to the commencement of any additional work.
10. **MECHANIC'S LIEN RIGHTS:** BNR reserves the right to file a preliminary mechanic's lien notice and to retain and pursue all mechanic's lien rights arising out of this contract. The filing of a preliminary notice in no way reflects on the owner.
11. **TIME:** Completion of the project stated in this contract is based upon optimum weather conditions and lack of any other unforeseen delays. BNR undertakes to perform this contract with as little delay as possible, but BNR will not be responsible for delays beyond its control, including unfavorable weather conditions, vehicles parked in work areas, water sprinklers, or strikes interfering with labor or delivery of materials. If BNR is unable to commence the work after notice to proceed, due to owner's instructions to cease or other fault of owner, BNR may at its option suspend work and recover from owner the costs of such delay, up to \$500 per day.
12. **ATTORNEY'S FEES:** In the event it is necessary for either party to retain the services of an attorney to pursue an action to interpret or enforce this agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees incurred.

Pursuant to Arizona law we are required to inform you that the you have the right to file a written complaint with the Arizona Registrar of Contractors for alleged violation of Arizona Revised Statutes section 32-1155. Any complaints must be made within the applicable time period as set forth in section 32-1155, subsection A. You may contact the ROC at 602-542-1525 or www.azroc.gov. Sierra Enterprises LLC dba BNR Paving and dba Sierra Striping requests that if any portion of its work is unsatisfactory that it be notified prior to the filing of a complaint so that it can resolve any concerns.

Owner/Agent Initials _____

Proposal # S0102-20A-12 Change Order

E.12 Discussion and or/Action [Mayor Wallace]: Selection of contractor for Highway User Revenue Fund [HURF] construction projects from the following options. Council may also select which of the individually quoted projects to have completed.

- A. BNR Paving \$31,419.03 (to complete all six projects)
- B. KE&G \$88,950.18 (to complete all six projects)

The six projects under consideration are: 1) Project Location: South side intersection of Howard & McCray Streets, Project Description: Remove & Repave; 2) Project Location: Behind Huachuca City Fire Station, Project Description: Remove & Repave; 3) Project Location: Skyline Drive, Project Description: Remove and Repave section of Skyline leading to landfill entrance; 4) Project Location: City Hall parking Lot, Project Description: Seal Coating & Crack Filling; 5) Project Location: Huachuca City Library Parking Lot Behind Senior Center, Project Description: Remove and Repave small section of parking lot; and 6) Project Location: In front of Huachuca City Library, Project Description: Install Parking Lot Drainage Concrete Catch Basin.

Motion E.12: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

Manager Williams: We wrote this so you can pick to do all or some of the projects. I would recommend we do them all, it would be cheaper. The six projects under consideration are: 1) Project Location: South side intersection of Howard & McCray Streets, Project Description: Remove & Repave; 2) Project Location: Behind Huachuca City Fire Station, Project Description: Remove & Repave; 3) Project Location: Skyline Drive, Project Description: Remove and Repave section of Skyline leading to landfill entrance; 4) Project Location: City Hall parking Lot, Project Description: Seal Coating & Crack Filling; 5) Project Location: Huachuca City Library Parking Lot Behind Senior Center, Project Description: Remove and Repave small section of parking lot; and 6) Project Location: In front of Huachuca City Library, Project Description: Install Parking Lot Drainage Concrete Catch Basin.

Funds to come out of the State infrastructure funds

Motion E.12: BNR Paving		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	



Huachuca City, AZ 85616
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

12/5/2019

Submitted by: Lance Clawson

Proposal #: S1205-19H

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253524
Com Lic: ROC253524
264

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: Project Case #2019-1 thru Project Case #2019-6, Huachuca City, AZ

Perform Projects Listed on RFP Individually

Cumulative Subtotal of Individual Projects:	\$31,438.00
Prime Contracting Tax on Individual Projects:	<u>1,634.78</u>
Cumulative Total of Individual Projects:	\$33,072.78

Perform All Projects Listed on RFP with 5% Discount

Cumulative Subtotal of All Projects with 5% discount:	\$29,866.00
Prime Contracting Tax on All Projects:	<u>1,563.03</u>
Cumulative Total of Individual Projects:	\$31,419.03

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 90 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions above and on the back side are satisfactory and are hereby accepted.

Signature: *Matthew C. Williams*

Date: 12/29/19

Printed Name: Matthew C. Williams

Title: Town Manager, Huachuca City



Huachuca City, AZ 85616
(520) 456-0493
FAX: (520) 413-2107

Mailing Address:
Sierra Enterprises LLC
dba BNR Paving &
dba Sierra Striping
14040 S. Burnt Corral Ct.
Vail, AZ. 85641

PROPOSAL

1/2/2020

Submitted by: Lance Clawson

Proposal #: S0102-20A Change Order

Town of Huachuca City
ATTN: Town Clerk
500 N. Gonzales Blvd.
Huachuca City, AZ 85616
Phone: (520) 456-1354

Res Lic: ROC253524
Com Lic: ROC253524
12

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the project located at: **Modification to Proposal S1205-19E, Project Case #2019-4, City Hall Parking Lot**

Add Crackfilling to Scope of Work

1. Fill cracks 1/4" and wider (excluding alligators) with Crafcro or Deery hot rubberized crackfiller.
2. Clean up any debris resulting from the above operations.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner:

Change Order Subtotal:	\$1,876.00
Prime Contracting Tax:	97.55
Proposal Total:	<u>\$1,973.55</u>

Payment Due Upon Completion. (A late fee of 1.5% will be applied monthly on balances past 15 days).

Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

This quote is valid for 30 days. However, any price change in materials will be passed on.

Respectfully submitted,

*Jason Yates &
Lance Clawson*

Sierra Enterprises LLC,
dba BNR Paving &
dba Sierra Striping

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions above and on the back side are satisfactory and are hereby accepted.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

The signature of the owner or owner's authorized representative on this proposal constitutes understanding and acceptance of all the terms on the front and back and is a binding contract.

Hugh A. Walker, Enterprises, Inc. (An Arizona Corporation)

June 26, 2019

File No. HCL2018-01, Change Order#2

Mr. Matthew Williams
City Manager
Town of Huachuca City
500 N. Gonzales Blvd.
Huachuca City, AZ 85616

Subject: Request for Change Order#2, Recondition MW-1

Dear Matthew:

On February 14, 2018 the City of Huachuca (HC) authorized HAWA to conduct a groundwater study to collect data, as requested by ADEQ, to determine the current hydrology, groundwater historical flow and depth to groundwater. This information was to be used to determine the new location of MW-1 (Currently MW-1 is located in the middle of the expansion new liner) and if a new cross-gradient well will be needed to confirm to ADEQ's requirements to horizontally expand the landfill under a new landfill permit.

During February 2019 Hoque and Associates (HA), groundwater hydrologist consultant for the City, conducted a follow up visit and inspection of MW-1 after QED attempted to install a new groundwater pump in MW-1 February 20, 2019. HA confirmed QED's observation that MW-1 had debris in the well. This debris not only could inhibit determining depth to groundwater but could affect groundwater quality reporting as well. HA recommended that MW-1 be redeveloped (remove the debris and silt in the bottom of the well). In addition, HA recommended that the well be resurveyed by a licensed surveyor as required by ADEQ. All this needs to be done for the City to collect the necessary semi-annual groundwater samples used in the required groundwater reporting to ADEQ.

Remember the purpose of this activity is to provide ADEQ with the requested depth to groundwater data for them to proceed with processing the City of Huachuca Solid Waste Facility Plan for the expansion of the existing landfill with the new one.

Estimated Cost to complete:

1. MW-1 Slit Removal and Top of Casing Survey.....\$5,500

If you agree to the change order, please sign in the space provided below and return the signed page to me. As always, if you should have any questions, please call the undersigned at (602) 885-8323.

Regards,



Hugh A. Walker

Principal
HAWE

Enclosures:

AGREED:



Date 7/2/12
Matthew Williams

Hugh A. Walker, Enterprises, Inc. (An Arizona Corporation)

7231 Boulder Ave, PMB700

Highland CA, 92346

Tel: 802 885-8323

FAX 909-864-1805

INVOICE

DATE
December 10, 2019

INVOICE#
12-2019-01

BILL TO:

Mr. Matthew Williams
City Manager
The Town of Huachuca City
500 N. Gonzales Blvd.
Huachuca City, AZ 85616

P.O.NUMBER:
HCL2018-01

PROJECT:
Recondition MW-1 Final Billing

LABOR DESCRIPTION:

1 See Change Order#2, Recondition MW-1 6/26/2019
2

TASK HRS

Total
RATE

1 CO#2 Recondition MW-1
2

100% Complete

HRS

0
AMOUNT
\$5,500.00

EXPENSES:

Mileage

(Rate/0.56/mile)

1

0.560

0.00

Sub-Total Mileage

\$ -

1 ~~FOOD/Per Diem Rate as agreed Breakfast=\$N/A Lunch=\$N/A Dinner=\$N/A/Day~~

Note:

Days

\$ -

1 Lodging by receipt

0.00

Other Out of Pocket Expenses by Receipt

0.00

1
2

SUBTOTAL

\$5,500.00

Balance Due upon Receipt, Please Remit

GRAND TOTAL

\$ 5,500.00

To: Hugh A. Walker Enterprises, Inc. at the
above address. Thank You

Bob Ramsey Executive Education (/)

[About \(/content/about\)](/content/about)[Executive MPA \(/content/executive-mpa\)](/content/executive-mpa)[Certified Public Manager® \(/content/opmprogram\)](/content/opmprogram)[Clerks \(/content/clerks\)](/content/clerks)[Client Services \(/content/client-services\)](/content/client-services)[International Exchange Programs \(/international-exchange-programs\)](/international-exchange-programs)

Certified Municipal Clerk (CMC)

Certified Municipal Clerk (CMC) (/content/certified-municipal-clerk-cmc)

Master Municipal Clerk (MMC)
(/content/master-municipal-clerk-mmcc)

Start and End Dates: Monday, June 8, 2020 to Friday, June 12, 2020

Time: 8:00 am-6:00 p.m. (M-Th); 8:00 am-12:00 pm (F)

Registration Information: Register Now (<https://wwwelseywhere.com/2020-clerks-institute>)

Registration Fee: \$350 AZ residents; \$400 Non-AZ residents

Location: Downtown Phoenix Security Building, 234 N Central Avenue, 9th Floor, Phoenix 85004

Program Schedule Topics: 2019 and 2020

(https://ramseyexecutive.asu.edu/sites/default/files/clerks_institute_brochure.pdf) (/node/370)
(/node/370)

The Certified Municipal Clerk (CMC) program is designed to enhance the job performance of the Clerk in small and large municipalities. The Certified Municipal Clerk (CMC) designation is granted by the International Institute of Municipal Clerks to applicants who complete the education, work experience, and membership requirements. For additional information about certification, please visit <http://www.iimc.com> (<http://www.iimc.com/>).

The Arizona Municipal Clerks' Institute is accredited by the International Institute of Municipal Clerks (IIMC). Each year the Arizona Institute provides 40 hours of instruction and counts toward 20 of the 60 education points required for the Certified Municipal Clerk (CMC) application. You can attend the Arizona Municipal Clerks' Institute on three occasions to earn the education requirement, and these need not be consecutive years.

Hotel Accommodations:

A block of rooms have been reserved at the **Hampton Inn & Suites Phoenix Downtown** and at the **Springhill Suites by Marriott Phoenix Downtown**. Each participant will be responsible for making his/her own reservations and payment.

Hampton Inn & Suites Phoenix Downtown:

(<https://hamptoninn3.hilton.com/en/hotels/arizona/hampton-inn-and-suites-phoenix-downtown-PHXCTHX/index.html>)

The group rate is **\$97.00** per night with additional applicable state and local taxes (currently 12.57%) in effect at time of check in. There is an additional **\$34.00** overnight parking fee.

Address: 77 E Polk St, Phoenix, Arizona 85004

Telephone: 602.710.1240

Please call the telephone number provided, ask for reservations and for the **AZ Municipal Clerks June 2020 rate, or reserve online: Hotel reservations, June 7-June 12, 2020**

(https://secure3.hilton.com/en_US/hp/reservation/book.htm?execution=e1s1)

Hotel reservation deadline: May 11, 2019

Distance from Security Building

(<https://www.google.com/maps/dir/Hampton+Inn+%26+Suites+Phoenix+Downtown,+77+E+Polk+St,+Phoenix,+AZ/234+N+Central+Ave,+Phoenix,+AZ/@33.4522344,-112.0727452,2d>)
2d33.4522344,-112.0727452,2d33.4522344,-112.0727452,2d33.4511867,3e2): 0.2 miles/3 minute walk

key=Cg0jfnW2bfwjUjEAE&g2lb=4208993%2C4223281%2C4253230%2C4253565%2C4254308%2C4258168%2C4260007%2C4270442%2C4274032%2C4276

(<https://www.google.com/maps/dir/SpringHill+Suites+by+Marriott+Phoenix+Downtown,+East+Van+Buren+Street+Phoenix,+AZ/Security+Building,+North+Ce3m14b14m14m13l1m5l1m1l1s0x872b121b8454ca77:0x220a33837b35bc8d!2m2!1d-112.0627168!2d33.4518041!1m5!1m1!1s0x872b1222520b65d1:0xc20d6ae926348c2f!2m2!1d-112.0741848!2d33.4511867!3e2>): 0.6 miles/13 minute walk

v=RzKZTGZ_kVg&t=3s (https://www.youtube.com/watch?v=RzKZTGZ_kVg&t=3s)

Jobs (<https://www.asu.edu/asujobs>) Emergency (<https://www.asu.edu/emergency/>) Contact ASU (<https://www.asu.edu/contactasu/>)